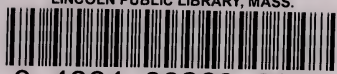


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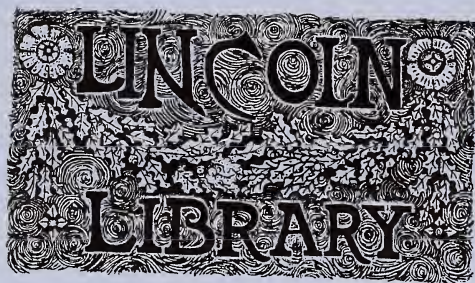
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REPORTS



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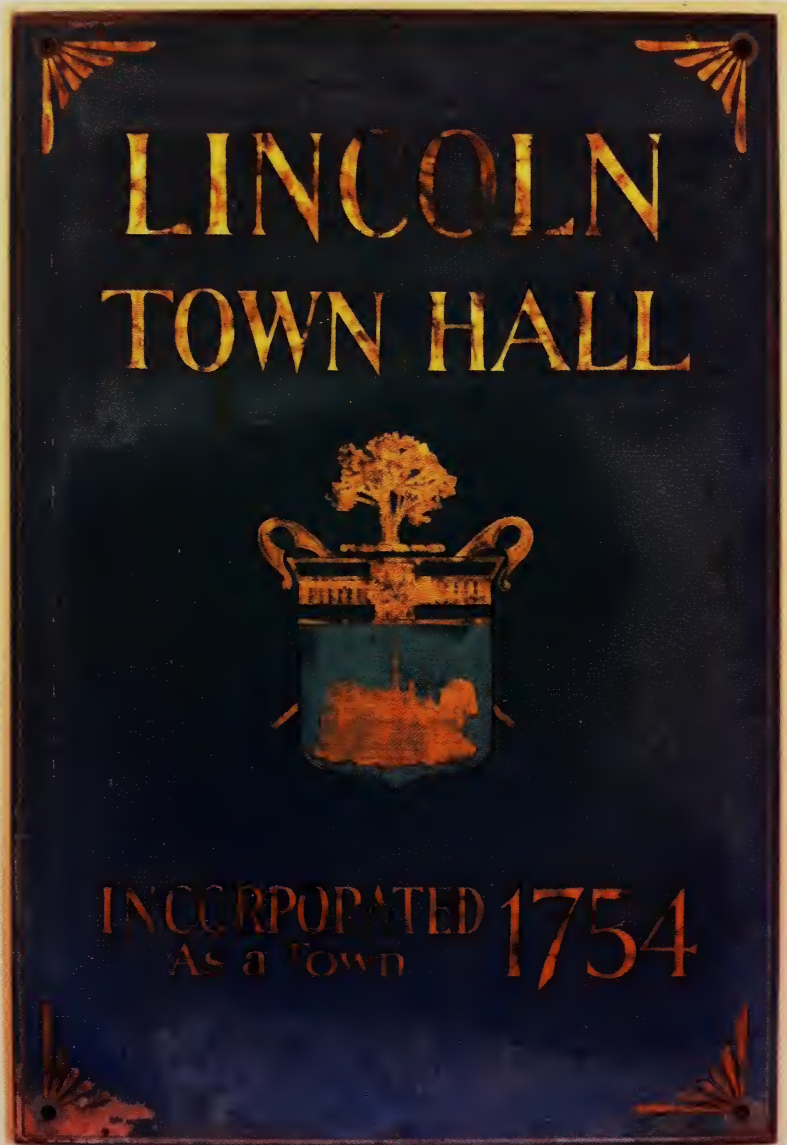
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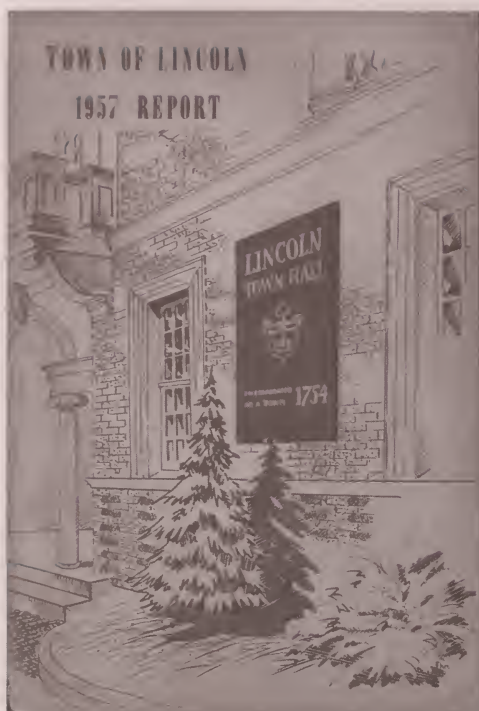


June 2012 Town Reports 2011

TOWN OF LINCOLN

2011 ANNUAL TOWN REPORT





On the cover:

This beautiful, somewhat mysterious sign was uncovered in the Town Offices Building during the relocation of 2011. It is now hanging in the temporary Selectmen's office in Pod B. A little 'around town sleuthing' uncovered the following pedigree from Jack MacLean:

"It was made in 1957 and installed on the front of current-day Bemis Hall, remaining there until town offices moved from there to the present building, subsequently replaced by the Bemis Hall sign still in use. The 1957 Town Report states, "We are also very grateful to the deCordova Museum who so capably designed the new Town Hall sign". A copy of the cover of that report with a DeCordova drawing showing the sign at its original location is attached."

REPORT
of the
OFFICERS AND COMMITTEES
of the
TOWN OF LINCOLN
FOR THE YEAR 2011



LINCOLN, MASSACHUSETTS

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TOWN INFORMATION

<i>First Settled</i>	1650-1680
<i>Town Incorporated</i>	1754
<i>Town Area</i>	14.56 square miles
<i>Population</i>	6,041 (including 534 from Hanscom AFB)
<i>Registered Voters</i>	4,160 (including 247 from Hanscom AFB)
<i>Type of Government</i>	Town Meeting
<i>2011 Annual Town Meeting</i>	March 26, 2011
<i>2011 Annual Election of Officers</i>	March 28, 2011
<i>FY 2011 Tax Rate =</i>	<i>Residential \$12.37 Commercial \$16.27</i>
<i>FY 2012 tax Rate =</i>	<i>Residential \$13.81 Commercial \$18.17</i>

MUNICIPAL AND SCHOOL OFFICES

DEPARTMENT	OFFICE HOURS	PHONE
TOWN OFFICES		
Mon-Fri 8:30 AM – 4:30 PM		781-259-2600 (main Phone #)
Accounting & Finance		259-2608
Town Administrator		259-2600
Assessors		259-2611
Building Inspector		259-2613
Collector/Treasurer		259-2605
Conservation		259-2612
Health, Board of		259-2614
Housing Commission		259-2614
Historical Commission		259-2614
& Historic District Comm.		
Planning		259-2610
Selectmen, Board of		259-2601
Town Clerk		259-2607
Zoning Board of Appeals	Monday through Thursday 9 am – 2 pm	259-2615

COUNCIL ON AGING Mon-Fri 8:30 AM – 4:30 PM

Bemis Hall

259-8811

15 Bedford Road

PUBLIC SAFETY

169 Lincoln Road

Emergencies

911

General Business

259-8113

PUBLIC WORKS

30 Lewis Street Mon-Fri 7:00 AM – 3:30 PM

259-8999

Transfer Station Wed & Sat 9:30 AM - 3:30 PM

259-8999

Route 2A

WATER DEPARTMENT

Mon- Fri. 7:00 AM – 3:30 PM

Pumping Station, 77 Sandy Pond Road

259-8997

Filtration Plant, 80 Sandy Pond Road (manned daily)

259-1329

RECREATION

Ballfield Road, Hartwell Campus

259-0784

LINCOLN PUBLIC SCHOOLS

Ballfield Road

259-9400

Smith School (K – 4)

259-9404

Brooks School (5 – 8)

259-9408

Superintendent

259-9409

Business Office

259-9401

LINCOLN SUDBURY REGIONAL DISTRICT SCHOOL

390 Lincoln Road, Sudbury

978-443-9961

HANSCOM SCHOOLS - Hanscom AFB

Hanscom Primary

781-274-7722

Hanscom Middle

781-274-7720

MINUTEMAN REGIONAL SCHOOL DISTRICT

758 Marrett Road, Lexington

781-861-6500

PUBLIC MEETINGS ARE POSTED ON THE TOWN OFFICES
BULLETIN BOARD AND ON THE TOWN MUNICIPAL CALENDAR @
www.lincolntown.org.

GENERAL GOVERNMENT

BOARD OF SELECTMEN

Introduction

“May you live in interesting times,” the reputed Chinese blessing and curse, seems apt for Lincoln’s current circumstances. “

This was the opening line for our 2011 Annual Report.

Review of that report and our report from 2010 show a repetition of many of the same themes:

- Financial disarray at the national and state level
- Trouble in financial markets
- Federal and state mandates expanding
- Increased pressures on local revenues
- Expectations for towns to carry more and more of the burden of all services.
- Witnessing bankruptcy of some cities, and drops in bond ratings of our neighboring communities.

Yet, Lincoln remains on solid fiscal footing, and able to deliver a budget with no reduction in services, continued prudent investment in infrastructure, and no over-ride. This is not an accident. The key lies in how we have thoughtfully managed growth and change through investments in land and affordable housing, in addition to adoption of policy and financial planning over many decades.

Perhaps we see a graphic explanation by examining the Globe West graphic of January 5, 2012 that shows Lincoln’s rate of growth. It shows very little change over the years; in fact, there has been minimal change over the past 50 years. We have the benefit of generations of sound financial planning and management, zoning and land use policies that have allowed us to control growth and develop in a manner consistent with our rural heritage and small town character.

We invested in open space, retained control over our own water supply, maintained individual septic systems on residential development, and developed our own affordable housing as ways to control both growth and cost of services. An important milestone was reached this year, when we achieved the state-mandated 10% affordable housing quota without any large development that would bring growth and drive up the costs of our educational and other services. This has not been the case in other communities who chose not to make their own investments in affordable housing, but rather allowed large 40B private developments to satisfy the state mandate. With those large developments came costs that will be borne by the host communities for a lifetime.

Our continued use of Community Preservation funding has allowed us to leverage our own dollars to bring in state funds to make critical investments in land (South Lincoln Fields), historic preservation (Town Offices) and affordable housing (Sunnyside Lane, Battle Road Farm buy-downs, and group homes). These are all projects we would have done on our own. Lincoln's adoption of the Community Preservation Act allowed us to access state matching funds to accomplish our goals.

Our Finance Committee, and our professional Finance Department, led by Colleen Wilkins, have kept a close eye on management of our revenues and expenditures, and long-range forecasting. Most recently, we have reaped the benefits of the behind-the-scenes work of Town Administrator, Timothy Higgins, by achieving significant savings in negotiated employee health care costs that has us the envy of many of our neighbors.

However, we must remain ever vigilant, and development on our northern border causes increased concern over our future.

Our tradition has been to make slow, careful deliberative moves, and to engage the Town in much discussion and debate along the way. Nothing has been done in great haste, and some have been frustrated by "The Lincoln Way." But it has us where we are today and it will serve us well, going forward, to study the past as we craft a path for the future.

What has the past year wrought and what lies ahead?

The Board of Selectmen's Work of 2011

Town Finances

We continue to reap the benefits of sound planning and thoughtful management that has been carried out by the Town's financial boards and professional staff. We have been able to deliver budgets, and will do so again this year, that preserve the level and quality of Town services – without asking for additional funds in the form of a Proposition 2 ½ override. We are also making prudent capital investments in the Town's roads, buildings and facilities and are fine-tuning our approach to capital planning to enhance the Town's ability to predict and plan for large capital expenditures. At the same time, we have been mindful of the benefits of setting funds aside to help cushion the effects of various longer-term liabilities such as pensions, insurance and debt service. How has this been possible in the midst of the most challenging economy in decades and a significant reduction of State aid?

Our revenues have been enhanced in recent years by the development of The Groves assisted living project. The project provides a much-needed housing alternative for our seniors and a much needed shot in the arm to the tax base.

Parenthetically, The Groves has demonstrated a desire and willingness to partner with the Town in a variety of ways (e.g., providing shelter to those who were without power during the October snow storm, making facilities and programs available to the Lincoln COA, and others). The infusion of tax revenues from The Groves, although currently slowed by economic conditions from achieving the forecasted peak, has largely offset reductions in State aid and other sources.

We have also made a concerted effort to control costs. The Town's management team, led by the Town Administrator, has worked in close partnership with our employees to negotiate fair collective bargaining agreements that also reflect the economic realities of the day. A reorganization of the Town's health insurance programs, carried out over the course of the past three years, has produced savings of nearly \$1 million. We are pleased with the results achieved but equally proud of the collaborative manner in which the negotiations were carried out. The good faith exhibited by the parties creates trust and confidence that sets a positive tone for future negotiations. Special thanks to the Town's Treasurer/Collector, Mary Day, and her team for their willingness to work with our employees and retirees at a very personal level to understand the changes and to respond to unique circumstances that inevitably develop.

Formalize and Enhance Capital Planning Process

The Town has not had a formalized process for engaging in long-range capital planning and coordinated consideration of the financial implications of all capital projects, large and small. The Town has also not had a long-range Capital Plan that anticipates capital projects and is coordinated with long-range facilities management. Establishing and formalizing this process and plan is appropriate and increasingly necessary, in light of the Town's high reliance on its residential tax base and growing residential real estate tax bills required to deliver desired services.

Sometime within the past decade or two, the Capital Planning Committee ("CapCom") was created as a joint effort of the Finance Committee and the Moderator. The CapCom's "charge" and composition was apparently not formally adopted by the Town Meeting. Currently, based on longstanding practice, the CapCom is appointed by the Moderator and consists of a nominee by and from each of the Selectmen, the School Committee, the Library Board, the Conservation Commission, and the Finance Committee, plus two at-large members chosen by the Moderator. The CapCom's primary role has been to review and make recommendations to the Town Meeting regarding the annual "cash capital" and maintenance appropriations and to make recommendations to the Finance Committee as to whether other relatively small projects should be considered for a debt exclusion or capital exclusion.

However, the CapCom has not had a designated role regarding large projects, which have typically been overseen by a project-specific committee appointed by the Selectmen (in the case of the Town Offices renovation, the Public Safety Building, and the Roads project) or the School Committee (in the case of the K-8 schools project). Meanwhile, the Community Preservation Committee has independently reviewed certain capital projects according to its own criteria, and the Water Commission has developed its own capital plans, with no formal coordination with the CapCom or other capital-project-related committees. Moreover, all of these efforts have been undertaken without the benefit of a long-range capital plan that would provide a financial context for allowing the Town to consider the projects' financial consequences and relative merits from a financial perspective.

Lincoln now faces several significant capital projects, including possible improvements of the K-8 school buildings and creation of a community center to replace Bemis Hall as the COA's home, and is likely to face other large capital projects in the coming decades, including water infrastructure improvements overseen by the Water Commission. In addition, important open space acquisition opportunities seem likely to arise in the timeframe of these projects and compete for Town resources. We also have an opportunity for enhancing our heightened focus on long-range financial planning via the recent creation and staffing of a Town-wide facilities manager position.

We have worked with the CapCom and Finance Committee, through joint meetings and through our liaison member who serves on the CapCom, to revise and formalize the CapCom's "charge" to address these matters and to clarify and formalize the CapCom's composition and appointment process. We will continue to work with the CapCom, as well as the Finance Committee, School Committee, and other boards and committees that have an interest in capital projects. The CapCom's enhanced role was a primary focus of discussion at the 2011 State of The Town meeting, where we believe we obtained favorable feedback from residents, and we are optimistic that we will be in a position to present a Capital Planning By-Law proposal for a vote at the 2012 Town Meeting.

Meanwhile, we are encouraged that the CapCom has already begun to work with the Town's finance staff and facilities manager to develop the databases the CapCom will need to create and analyze a 25-year Capital Plan, and has initiated dialogue with the Community Preservation Committee and the Water Commission regarding coordination. The Capital Plan and the CapCom's analyses are anticipated to become regular features at the SoTT and the Town Meeting and be informative when the Town considers the school project, the possible community center project, potential conservation land acquisitions, and other projects.

The Hollingsworth Property - Revenue for Affordable Housing:

Several years ago, a long-time resident bequeathed a nearly six-acre residential lot and house to the Town. The property borders existing conservation land with a house built in a unique mid-century modernist style designed by a Lincoln resident. The bequest required that the land not be subdivided and suggested that the property be used to support affordable housing. In accepting the bequest, the Town granted the Selectmen the authority to sell the property and transfer the proceeds to the Affordable Housing Trust. After consultation with the Historical Commission and the Conservation Commission, two successive efforts were made to sell the property with the condition that the modernist house be preserved, but the bids were not acceptable to the Selectmen.

We redrew the conditions to permit demolition of the house and instead required that the replacement house be consistent with the modernist style. Conservation restrictions were also required, to preserve the majority of the property as open space. We requested proposals for a third time and have accepted the one bid that was received. Upon submission of the bid and at the signing of the purchase-and-sale agreement, the accepted bidder paid significant nonrefundable deposits that will be forfeited to the Town if the bidder does not close the purchase within ten months after signing the purchase-and-sale agreement.

We are hopeful that by this time next year we will be able to report that the property **was** sold and the proceeds were transferred to the Affordable Housing Trust to further the Town's affordable housing objectives, while the property was conserved as open space and the site of a modernist-style home.

Infrastructure

Town Offices

Town Offices is home to the Town's executive, administrative, land use, permitting, and financial offices and activities. It is also the volunteer heart of our community. It hosts the majority of meetings that are integral to the operation of the boards, committees and commissions that constitute our municipal government - both ordinary meetings for the conduct of the Town's business as well as special hearings, meetings and events. The building has served the Town well. Initially constructed in 1908 as the Center School, the building functioned as a school building until the 1980s when it was converted for use as Town Offices. It has since then received only very modest repairs and updates. It has served well beyond its planned useful life, is sorely out of compliance with modern access and safety requirements, has outdated and failing core systems, and is badly in need of renovation.

Two separate evaluations concluded that the building was in need of code

compliance upgrades, mechanical system upgrades and other improvements to allow its continued use as offices and meeting space for provision of our Town services. At Town Meeting 2011, the Town voted to provide a total of \$6.8 million in funding to fully renovate and modernize the building, while keeping its essential historic character intact. \$1 million of the funding came from Community Preservation Act funds, and the remaining \$5.8 million was bonded, at very favorable bond rates.

As of this writing (January 2012), the Town Office building is vacant and services are now nestled in "the Pods" on the school campus. The move went smoothly, with particular thanks to Town staff and the Boy Scouts for their assistance.

The project continues forward, under the watchful eyes of TOBASCO (Town Office Building Committee) and TODS (Town Offices Design Subcommittee), as well as our consultants led by Project Manager Dick Thuma of Bargmann Hendrie +Archetype and Architects Donham & Sweeney. We believe that ongoing, significant value engineering has resulted in a design that is at once highly functional, energy efficient, prudent, accessible, and elegant – to be enjoyed by all residents and staff for years to come.

We have focused on quality and value in every corner of the building. Key historic elements such as the exterior and the chestnut paneling in the current Donaldson Room have been preserved. As with all historic renovations, until demolition is complete we will not know precisely what contingencies we face, though we have gone to great pains to assess and manage all potential surprises.

If all goes as planned, we will be cutting the ribbon on the new offices early in the summer of 2013.

It is worth noting that an interesting, grassroots effort has organized around collecting the history and memories of this building and renovation process - an online blog/multimedia site has been created by volunteers to document the whole process. Check it out and contribute at www.lincolntownoffice.org !

Roadways

We have completed all but a few elements of Phase II of the Roadway Restoration Project, supported by a \$5.5 million bond bill that was approved by Town Meeting in 2008. The project included the rebuilding of Routes 126 and 117, Bedford Rd., Lincoln Rd., Trapelo Rd., Sandy Pond Rd. (between the Five Corner intersection and Baker Bridge Rd.), and Baker Bridge Rd. This project was the first time in Lincoln's history where we have engineered the roadways as we rebuilt them, providing better drainage and subsurface support for the

surfaces. This should allow for easier (and less expensive) maintenance and longer life for these roadways.

Superintendent Bibbo is now developing a 5-year plan for the rehabilitation for all secondary roads. When this plan is complete, it will be posted on the Town website.

It is important to acknowledge the important role our Public Safety Department plays in ensuring the safety of our roadways. Our Police Department has undertaken an aggressive, ongoing speed monitoring and enforcement program. The data collected is utilized to identify problem areas and to deploy personnel and resources in a targeted manner. The Police Department was recently recognized by the Governor's Highway Safety Office for its various traffic safety initiatives (e.g., child car seats, school bus safety, and aggressive speed monitoring and enforcement).

The Roadway and Traffic Committee (RTC) has guided and overseen not only the repaving of our major roads, but also the rehabilitation of our roadsides and walking/biking paths. It has also reviewed, expanded, and updated standards for maintenance of Lincoln's roads and roadsides. The RTC is now collaborating with Conservation Commission to develop a plan for rebuilding and maintaining historic stonewalls throughout the Town, and with the Healthy Communities Committee on cycling safety and improving pedestrian safety and connectivity throughout the Town.

Codman Farm & Codman Community Farms, Inc.

The Town purchased Codman Community Farm from the Dorothy Codman estate in 1970. After much debate, Town Meeting voted to permanently preserve Codman Farm as a working farm in the heart of Lincoln, and to preserve the historic Grange that it formed with the Codman House.

In 1972, the Board of Selectmen appointed an Agricultural Study Committee to make recommendations as to how best to maintain Codman Farm as a working farm. It was determined that a private, non-profit entity, working in partnership with the Town, was the best vehicle to preserve the working farm. Thus, in 1973, many of the members from the Agricultural Study Committee formed Codman Community Farms, Inc. (CCF) and began to oversee farm operations at Codman Farm.

Since that time, CCF and the Town have had a successful working relationship in maintaining not only Codman Farm as a working farm, but also many fields throughout the Town.

While the fields are managed through a licensing agreement with the Conservation Commission as the agent for the Town, Codman Farm, its buildings and 23 acres have not had the benefit of such an agreement.

This past year, the Board of Selectmen and representatives from CCF have worked together to develop a license agreement that will ensure the continued successful working relationship between the town and CCF, while ensuring public safety, code compliance, and the health and well-being of all who volunteer and visit our wonderful farm.

Regional Activities

Lincoln continues to play an active role in regional efforts and organizations such as HATS, HFAC, MAGIC, Battle Road Scenic Byway, and the 128 Central Corridor Coalition (128 3C). These activities improve Lincoln's understanding of regional issues and increase our influence. We are better equipped to collaborate with our neighbors and acquire resources for regional planning efforts.

HATS

Our participation in HATS is critical in maintaining a good working relationship with Hanscom Air Force Base and in providing some degree of monitoring of Massport's L.G. Hanscom Civil Airport expansion efforts. HATS also provides opportunities for the four member towns (Lincoln, Bedford, Concord and Lexington) to share information and develop new ideas for regional collaboration. HATS meets monthly.

MAGIC

MAGIC is an arena similar to HATS, but on a much larger scale and a much broader planning focus. MAGIC also offers information about opportunities for regional collaboration. MAGIC is particularly important to Lincoln since it is a critical agent in voting to recommend distribution of Federal Highway Funds necessary to complete long-delayed improvements at Crosby's Corner on Route 2. MAGIC meets monthly.

HFAC

The Hanscom Field Advisory Commission (HFAC) was created by state statute in 1980 to provide a forum for communication between the communities abutting L.G. Hanscom Civilian Airport and Massport, the owner and operator of the airport. HFAC acts in an advisory capacity, and limits its scope to activities of the airfield, its land and impacts on the surrounding communities of Lexington, Lincoln, Bedford and Concord. Each community appoints a representative from its board of selectmen. HFAC meets monthly.

128 3C

The 128 Central Corridor Coalition (128 3C) is made up of the towns of Weston, Lincoln, Lexington and Burlington, and the City of Waltham, in partnership with Metropolitan Area Planning Council (MAPC). It is near completion of a plan that lays out the challenges for sustainable economic development along Route 128 and includes recommendations for short, mid- and long-term action to ensure sustainability while seeking creative ways to reduce traffic congestion. 128 3C meets monthly.

BRSB & MMNHP

The Battle Road Scenic Byway: Road to Revolutions (BRSB) has provided an opportunity to collaborate over planning along our northern border in collaboration with Minute Man National Historical Park (MMNHP) and the towns of Arlington, Lexington, and Concord. It has enhanced awareness of and commitment to stewardship for the unique sites and vistas that are cherished by Lincoln. This is the latest chapter in the partnership between the Town and MMNHP that has served the Park well.

Over the years, Lincoln has taken its stewardship role regarding the Park very seriously. It has gifted land to the Park, in order to create buffers, put restriction of land abutting the Park, paved stretches of road (outside of Town lines, but inside the Park's borders), actively promoted the creation of the Battle Road Scenic Byway, advocated on behalf of the Park to gain landscape mitigation where the Park abuts the new housing development at Hanscom Air Force Base (HAFB), and worked on behalf of the Park to limit impacts of Massport's Hanscom Airfield on the Battle Road, Old North Bridge, and the general Park soundscape.

Unfortunately, at this time, MMNHP has taken hostile actions against Lincoln and has threatened a lawsuit to try to prevent Lincoln from the construction of a group home for the disabled on the Town's land on Airport Road and adjacent to HAFB. The Park's surprising and disturbing hostility has caused a fracture in the partnership between the Town and MMNHP and has caused us to question the wisdom of our advocacy for and support of the Park. We hope the Park will cease its hostility and instead view accommodation of the needs of our disabled population and the creation of affordable housing within Lincoln on this remote property on a public road on the fringes of the Park as compatible with the Park's mission and consistent with our historic partnership.

Other Regional Interests

Hanscom Air Force Base

For many years, Lincoln and Hanscom Air Force Base (HAFB) have been well served by close collaboration and a dynamic partnership. The Lincoln Schools have guided the K-8 education of the children of military personnel who live on the Base. Lincoln has provided leadership in advocacy for the Base with our state and federal delegations, and was the lead local representative for the “Build the Base” campaign during the last Base Realignment and Closure (BRAC) round in 2005.

In recent years, the Department of Defense (DoD) has taken actions that, while perhaps beneficial to the DoD budget, place special pressures on military base host communities. The most problematic, to date, is the implementation of housing privatization on military bases.

Housing Privatization Challenge.

In prior years, we have reported that the federal government has contracted with a private developer to revitalize and reconstruct all of the housing units on the Hanscom Air Force Base, all of which are located in Lincoln. This is part of a 1996 federal initiative to privatize military housing throughout the country. The housing redevelopment is now complete, and a total of 726 housing units have been made available. We wholeheartedly support efforts to improve the living conditions for our military’s families. However, the private developer, Hunt-Pinnacle, is permitted to lease to non-military families if the number of military families is insufficient to fill the new housing. The housing sits within a “federal enclave”, which makes that property exempt from taxation by Lincoln under most circumstances. We have attempted to negotiate a voluntary payment in lieu of taxes agreement with the developer, but the developer has thus far refused to enter into such an agreement. In addition, although the Town is fully reimbursed by the federal government for the cost of educating the children of military families, we would not be eligible for reimbursement for educating the children of non-military families.

We continue to monitor the likelihood and extent of leasing to non-military families and the potential that school-age children may be members of those non-military families. We are encouraged that the occupancy of leased units has increased steadily for the past year and a half and that most have been leased to military families. As of the end of December 2011, 661 of the 726 housing units (or approximately 91%) had been leased. Out of the few non-military families currently in residence at Hanscom, there are only a handful of children, and they have been accommodated at the Hanscom schools. However, Hunt-Pinnacle has recently begun active marketing of the remaining units to the general public, and it remains possible that more children of non-military families may become Hanscom residents and could become too numerous to be accommodated at the Hanscom schools, in which case Lincoln may be legally required to accommodate these children at the Lincoln schools.

This poses a serious challenge for our Town. We do not in any way want to undermine the relationship between HAFB and Lincoln, and thus we must seek creative solutions, financial, political and perhaps legal that preserves the integrity of the core relationship with HAFB.

DoD Restructuring

In addition of the challenges of housing privatization at HAFB, we have been recently informed that other DoD restructuring may have financial implications for the Town. We will report the specifics of changes and impacts on our community as they emerge.

Lincoln Sudbury Regional High School

Delivering an outstanding K-12 public education to our residents is a core value of Lincoln. However, in recent years LSRHS has seen annual budget deficits and limited support for LSRHS' preferred budget by Sudbury. This has created a complicated situation for Lincoln: As eager and supportive partners with Sudbury, Lincoln has sought ways to support LSRHS while at the same time being respectful of Sudbury's challenges.

In 2010 and 2011 there was much discussion around this topic. The 2010 State of the Town meeting surfaced passionate, widely held emotions about our high school and its trajectory forward. As a result, a number of study committees were formed to assess existing LSRHS student performance data as well as options for the Town. The information was reviewed in public meetings and the data was posted.

While the discussion continues, a number of working conclusions have been reached:

- 1) Given our current student enrollment footprint, there is no viable option for Lincoln to work with other neighboring towns.
- 2) Student performance data does not show a drop-off in student achievement, though there is a clearly visible increase in other metrics such as class size and student/teacher ratios.
- 3) There are opportunities for the town governments of both Lincoln and Sudbury, as well as the Sudbury and Lincoln K-8 school districts, to work with and collaborate with LSRHS on subjects such as health insurance, collective bargaining, facilities budgeting, and distance learning.
- 4) Educational excellence remains a priority for Lincoln, and the long-term effects of LSRHS budget shortfalls may take many years to play out fully.

This is a topic that the Town will continue to watch closely.

In Closing...

This year brings notable changes in our professional management team.

School Superintendent Mickey Brandmeyer retires in June of this year, after 10 years of stellar leadership of the Lincoln Schools. In addition to tending to the schools' core educational mission, Mickey proved himself a talented and disciplined fiscal manager who helped restore the fiscal integrity of our school system. A forceful advocate on behalf of Lincoln's students, Mickey also recognized the importance of collaboration with the other agencies of the Town and established himself as an honest broker. We always could count on meetings with Mickey to be lively and candid and highly productive. Our friends and partners at Hanscom Air Force Base would echo these sentiments. Mickey's skillful management of the Hanscom contract helped protect Lincoln's financial interests; his commitment to Hanscom's students and families helped cement our relationship with the Base.

Mickey's talents will not only be missed within the school community, but through the entire Town.

And, another retirement marks a major passage of a baton, as Fire Chief Arthur Cotoni retired and we appointed Chief Steve Carter, formerly of Littleton Fire Department as our new Fire Chief. Artie represents what is best of our community. He is a son of Lincoln who has made his career being a part of and giving back to his town. Artie retired this year after 46 years of devoted service to the Fire Department, the last 8 as Chief. Artie brought not only ultimate professionalism to the job, but also a very personal approach to serving our fellow citizens.

Lincoln has benefited greatly from Artie's leadership. Our ambulance and paramedic programs are top notch, our firefighters are committed and well-trained, our emergency communication systems have been modernized, we have excellent working partnerships with all of our neighboring towns and we've done careful planning to ensure that we can respond effectively to various emergencies. We believe we have one of the best small- town public safety departments around. Artie should be very proud of his legacy. In December, we accepted the recommendation of our search committee and appointed Steve Carter, who most recently served as Chief of the Littleton Fire Department, to succeed Artie. Chief Carter comes to us with strong background and experience in both the fire service and emergency medicine having served for many years as the Chief Paramedic for Emerson Hospital. We welcome Chief Carter and look forward to working with him to build upon the good work that has been done.

To start where we began, we "live in interesting times." The Board of Selectman and Town staffs are working hard and thinking deeply on the issues discussed herein, mindful that Lincoln's thoughtful, creative and yet conservative approach to managing change in the past has served us well. We encourage you to join us in the conversation about Lincoln's future at our regular Selectmen's meetings,

public forums, State of the Town, and especially at Town Meeting. Our Town only becomes stronger with a broader, deeper base of participation from Town residents.

Finally it is important to note that none of our work could be done without the support and guidance of our talented staff - Town Administrator Tim Higgins, Assistant Town Administrator Anita Scheipers, and Administrative Assistant Debra Parkhurst. We are forever thankful for their patience, good humor, wisdom, talent, and energetic support and their dedication to Lincoln.

OFFICERS AND COMMITTEES ELECTED

Moderator

Sarah Cannon Holden	2014
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Town Clerk

Susan Brooks	2013
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Board of Selectmen

Peter Braun	2014
Noah Eckhouse	2013
Sara Mattes	2012

Board of Assessors

Ellen Meadors	2014
Edward Morgan	2012
John G. Robinson	2013

School Committee

Timothy Christenfeld	2013
Jennifer Glass	2014
Jen James	2014
Tom Sander	2013
Alvin L. Schmertzler	2012

Water Commission

Andrew Cole	2012
Paul Giese	2013
Ruth Ann Hendrickson	2014

Board of Health

Herbert Haessler	2012
Frederick L. Mansfield	2014
Arnold N. Weinberg	2013

Cemetery Commission

Manley Boyce	2014
Susan S. Harding	2012
Alexander (Jack) Pugh	2013

Lincoln-Sudbury Regional District School Committee

Mark Collins	2012
Radha Gargeya	2013
Elena M. Kleifges	2014
Nancy Marshall (Lincoln Resident)	2012
Kevin J. Matthews	2013
Patricia M. Mostue (Lincoln Resident)	2014

Planning Board

Dan Boynton	2014
James Craig	2013

Robert Domnitz	2015
Kenneth Hurd	2012
Bryce Wolf	2016

Commissioners of Trust Funds

Donald Collins	2012
D. Paul Fitzgerald	2014
Douglas Harding	2013

Trustees of Bemis Fund

Susan Conway Pease	2012
Gertrude M. Webb	2013

Trustees of Lincoln Library

Jacquelin Apsler (Board of Selectmen Appointee)	2014
Marshall Clemens (School Committee Appointee)	2012
Diana Abrashkin (Library Trustees Appointee)	
Alfred Kraft (Library Trustees Appointee)	
Peter Sugar (Library Trustees Appointee)	
Susan H. Taylor (Elected)	2013

Decordova Museum and Sculpture Park Trustees

Scarlett H. Carey (Elected)	2015
Jamie Jaffee (Elected)	2014
Melinda Webster Loof (Board of Selectmen Appointee)	2014
Melissa S. Meyer (Elected)	2012
Stacy Osur (Elected)	2013
Katherine Hall Page (School Committee Appointee)	2011
Peter Sugar (Library Trustees Appointee)	2012

Housing Commission

Ragnhild Fredriksen (Elected)	2013
Pamela Gallup (Elected)	2014
George Georges (Board of Selectmen Appointee)	2014
Constance Lewis (Elected)	2012
Robert Wadsworth (State Appointee)	2012

APPOINTED BY THE BOARD OF SELECTMEN

Town Administrator

Timothy Higgins

Assistant Town Administrator

Anita Scheipers

Accountant/Finance Director

Colleen Wilkins

Treasurer/Collector

Mary Day

Town Counsel

Joel Bard

Superintendent of Public Works

Christian Bibbo

Superintendent of Water Department

Gregory Woods

Fire Chief

Arthur Cotoni

Chief of Police

Kevin Mooney

Constables

Barbara Hartnett

2012

Robert Paul Millian

2012

Dog Officer

Leslie Boardman

Sealer of Weights & Measures

Courtney Atkinson

Building Inspector

Richard Colantuoni

2012

Wiring Inspector

Robert Norton

Plumbing Inspector

Russell Dixon

Emergency Management

Arthur Cotoni

2011

Hazardous Waste Coordinator

Elaine Carroll

Veterans' Services Officer

Priscilla Leach

2012

Minuteman Home Care

Robert Sutherland (Council on Aging)

2012

Tree Warden

Kenneth Bassett

2012

Town Historian

Margaret Martin

2011

Registrars of Voters

Susan Brooks, Ex Officio (Town Clerk)

Peggy Elliott

acting

Marshall Sandock

acting

Jacquelyn Snelling

acting

Conservation Commission

James Henderson

2013

Benjamin Horne

2012

Ari Kurtz

2012

Sara Lewis

2011

James Meadors

2013

Peter Von Mertens

2013

Zoning Board of Appeals

Steve Daigle

2014

Joel Freedman

2016

David Henken, Associate

2012

John Kimball

2013

Jefferson Macklin

2012

Margaret Olson, Associate

2013

Megan Stride

2015

David Summer, Associate

2014

Council On Aging

Margaret Boyer

2014

Florence Caras

2012

Eugene C. Cooper

2013

Benjamin Horne

2014

Valerie Lee

2012

Julie Pugh

2014

Don Milan

2012

Mary Sheldon

2012

Robert Sutherland

2013

Dorothy Taylor

2013

Barbara Terrano

2013

Disabilities Commission

Deborah Dorsey

2013

Phyllis Mutschler

2014

John Ritz

2012

Anita Scheipers, Ex Officio (Assistant Town Administrator)

Jim Spindler

2013

Robert Stuart-Vail

2012

Lincoln Historical Commission

Douglas Adams

2013

Lucretia Giese

2013

Andrew Glass, Alternate

2012

Henry Hoover, Jr., Alternate

2012

Andrew Ory

2013

Colin Smith

2012

Ruth Wales	2011
Laurence Zeulke, Alternate	2012

Historic District Commission

Douglas Adams (Architect)	2011
James Craig (Planning Board)	2012
Lucretia Giese (Historical Society)	2011
Kenneth Hurd (Planning Board)	2011
John MacLean, Alternate	2013
Andrew Ory (Real Estate Agent)	2013
Colin Smith (Historic District Resident)	2012
Ruth Wales	2011

Lincoln Cultural Council

Melinda Abraham	2014
Amy Goodwin	2013
Barbara Low	2013
Lisa Putukian	2013
Joanie Schaffner	2014
Susan Welsh	2014

Pierce House Property Committee

Judy Gross	2012
Jean Horne	2013
Lucia MacMahon	2011
Max Mason	2011

Emergency Assistance Fund Committee

Carolyn Bottum, Ex Officio (COA Director)	
Timothy Higgins, Ex Officio (Selectmen Representative)	
Julie Pugh (First Parish Church)	2013
Nancy Ritchie (St. Anne's Church)	2011
Mary Sheldon (Council on Aging)	2011
Jane Thomas (St. Julia's Parish)	2013

Green Energy Technology Committee

Laura Berland	2012
Barbara Buchan	2012
Elizabeth Cherniak	2012
Linda Conrad	2012
Marcus Gleysteen	2012
Jennifer Gundy	2012
Timothy Higgins, Ex Officio (Town Administrator)	
Edmund Lang	2012
Alvin L. Schmertzler	2012
John Snell	2012
Peter Watkinson	2012

Cable Advisory Committee

James Cunningham	2014
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Agricultural Commission

Nancy Bergen	2013
Lynn Bower	2011
Kit Carmody	2012
Christy Foote-Smith	2012
Jen James	2011
Kip Kumler	2011
Ari Kurtz	2012
Timothy Laird	2013
Margaret Marsh	2011
Ellen Raja	2013
Beth Taylor	2013

Hanscom Field Advisory Commission (HFAC)

Peter Braun, Alternate	2013
Sara Mattes	2012

Hanscom Area Towns Study Committee (HATS)

Sara Mattes (Board of Selectmen)	2012
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MBTA Advisory Board

Sara Mattes	2012
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Metropolitan Area Planning Council (MAPC)

William Constable	2011
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Suasco Wild and Scenic River Stewardship Council

James Henderson, Alternate	2011
James Meadors	2011

Affordable Housing Trust

Pamela Gallup (Housing Commission)	2013
Sara Mattes (Board of Selectmen)	2013
Betty-Jane Scheff (At Large)	2013
Ellen Meyer Shorb (Finance Committee)	2013
Gerald Taylor (At Large)	2013
Peter Von Mertens (Lincoln Foundation)	2013

Healthy Communities Implementation Committee

Jacquelin Apsler	
Carolyn Bottum, Ex Officio (COA Director)	
Kevin Kennedy, Ex Officio (Police Department)	
Tricia McGean	
Barbara Myles, Ex Officio (Library Director)	
Rev. Roger Paine	
Maureen Richichi, Ex Officio (Nurse)	
John Ritz (Disabilities Commission)	
Anita Scheipers, Ex Officio (Asst. Town Administrator)	
Dan Pereira (Parks and Recreation)	

Roadside and Traffic Committee

Kenneth Bassett (Tree Warden)	2012
Kenneth Hurd (Planning Board)	2012
Sara Mattes (Selectman)	2012
Beth Ries (Garden Club)	2012

Town Offices Building and Study Committee

Noah Eckhouse (Board of Selectmen)
Susan F. Brooks (Town Clerk)
Ed Lang (Green Energy Tech Committee)
Chris Knollmeyer (At Large)
Brooks Mostue (At Large)
Anita Scheipers, Ex Officio
Jim Spindler (Disabilities Commission)

APPOINTED BY THE TOWN CLERKAssistant Town Clerk

Patricia Arseneault
Valerie Fox

Assistant Town Clerk for the Town Archives

Barbara Myles

APPOINTED BY THE BOARD OF HEALTHBurial Agent

Susan Brooks acting

Inspector of Animals

Leslie Boardman acting

APPOINTED BY THE MODERATORPersonnel Board

Barbara J. Hogan	2014
Beth Ries	2014
Graham Walker	2012

Finance Committee

Karl Geiger	2013
Eric Harris	2012
Sanj Kharbanda	2012
John Koenig	2012
Peyton Marshall	2014
Laura Sander	2014
Ellen Meyer Shorb	2013

Capital Planning Committee

Jacquelin Apsler (Library Trustee)	
Andrew Beard	2012
Peter Braun (Board of Selectmen)	2014
Ralph Derbyshire	2011
James Henderson (Conservation Commission)	
Sanj Kharbanda (Finance Committee)	
Anita Scheipers, Ex Officio (Assistant Town Administrator)	
Alvin L. Schmertzler (School Committee)	

APPOINTED BY THE PLANNING BOARD

Comprehensive Plan Implementation Committee

Chris Hamilton	2013
Mark Hochman	2013
Lewis Lloyd	2013
Peter Sugar	2013
Kemon Taschioglou	2013

Lincoln Station Planning Committee

Kenneth Bassett	2013
Andrew Cole (Water Commission)	2013
Ragnhild Fredriksen (Housing Commission)	2013
Kenneth Hurd (Planning Board)	2013
Sara Mattes (Board of Selectmen)	2013
David O'Neil	2013
Ellen Meyer Shorb (Finance Committee)	2013
Jonathan Soo	2013
Peter Von Mertens (Conservation Commission)	2013
Bryce Wolf, Alternate (Planning Board)	2013

APPOINTED BY VARIOUS BOARDS AND COMMITTEES

Community Preservation Committee

Craig Donaldson (Board of Selectmen Appointee)	2012
Chris Fasciano (Recreation Committee Appointee)	2012
Pamela Gallup (Housing Commission Appointee)	2011
Lucretia Giese (Historical Commission Appointee)	2012
Peyton Marshall (Board of Selectmen Appointee) (Finance)	2012
William Stason (Board of Selectmen Appointee)	2013
John Valpey (Board of Selectmen Appointee)	2013
Peter Von Mertens (Conservation Commission Appointee)	2014
Bryce Wolf (Planning Board Appointee)	2011

Scholarship Fund Committee

Carolyn Dwyer (Moderator Appointee)	2012
Nancy Marshall (Board of Selectmen Appointee)	2014
Margaret Ramsey McCluskey (School Committee Appointee)	2011

OFFICE OF THE TOWN CLERK

Susan Brooks, Town Clerk

The Town Clerk's Office is the portal for information about town government affairs for both residents and local, state and federal officials. The Office serves as the "real time" historian of certain milestone private events (vital records) and municipal actions (Town Meeting appropriations, by-laws, land use decisions); it shares direction of the Town Archives with Library Director Barbara Myles; it is responsible for local management of public records; it administers elections, the annual census and street listing process, and the year-round Voter Registration function; it conducts the annual induction of new officers and is responsible for implementation of recent "ethics reform" measures in respect to the town's +/-800 public officials and public employees; it licenses dogs (572 this year!), manages the town's Do Not Solicit database, issues raffle permits and business certificates; and it administers the town's public cemeteries and assists Lincoln families in the purchase of cemetery lots and the burial of their dead.

Two thousand and eleven has proven to be another eventful and productive period in the Town Clerk's Office (TCO). Highlights of the past year's activities and hopes for the next one are as follows:

- Every ten years, the nation's electoral districts are recalibrated based on federal census results. The process, known locally as **re-precincting**, began this March with the release of 2010 Federal Census data showing that, largely due to changes in the number and composition of housing units at Hanscom, the town's population has shrunk by about 1600 residents, resulting in the reduction of our voting precincts from three to two. The TCO worked with mapping specialists from the Secretary of State's Office to redraw precinct lines in a manner that kept them balanced in size, within prescribed population totals, and as close as possible to existing roadways or topographical features. Official notification of precinct assignments is scheduled to go out with the 2012 Annual Street Listing.
- Striving still to "stay nimble" in the ever evolving world of election law and practice remains a key priority for the office, particularly as we say good-bye and thank you to three generous and committed public servants, Marshall Sandock, Peggy Elliott, and Jackie Snelling of the **Board of Registrars of Voters** (seven decades of service between them!) Successors Chris Bursaw, Deborah Kahn and Nancy Zuelke were appointed in late November.
- We are otherwise "girding our loins" [if that's not too lewd an expression for official business!] for the 2012 election cycle, recruiting additional **election officers** willing to burnish their skills and expand their time commitment in exchange for greater responsibility. Our dedicated Chief Warden, Nancy Pimental, still recuperating, will be sorely missed.
- The **Town Archives** program continues to mature. Its ten member **Advisory Council** sponsored the very successful Lincoln Legacies event in May, featuring talks by Marie Wasnock, the Town Archivist; Terrie Wallace,

Minute Man National Historical Park Curator; and Jack MacLean, speaking for himself and the absent Jeff Cramer, Thoreau Institute Curator. The event honored Peg Martin, who has served as the Town Historian since 1969.

- For non-believers, the Archives began to achieve relevance early in the spring as it volunteered to take, even sought out, certain historical departmental records in advance of the Town Offices relocation to temporary quarters. Our **Town Archivist**, Marie Wasnock, like her other boss, has proved to be the most wonderfully if the most quietly competent of women, bringing order and utility to what was once merely a storage facility.
- Implementation of the omnibus “**ethics reform**” package adopted by the legislature as Chapter 28 of the Acts of 2009 continues apace, made significantly easier by the **OathMaster** program, developing still with the generous and indefatigable Ellen Meadors. The program has, for instance, generated the extensive roster of elected and appointed officials which appears at the front of this Annual Town Report. The program has begun also to ease the administrative burdens posed by the expanded distribution and record-keeping requirements of the Conflict of Interest, Campaign Finance and Open Meeting laws.
- Administration of the town’s four historic cemeteries continues to be a lively and challenging enterprise. Phase One of the **Expansion Project**, newly christened Juniper Way, was opened for sale in December. The Commission has completed another initiative, this one naming all of the roadways at the Lexington Road Cemetery; a large map, showing all of the newly named ways, has been installed near the entrance. **Gravestone Conservation** consultants Fanin-Lehner have completed their monument assessment in all four cemeteries; the Commission will shortly seek bids on the first phase of the restoration work at the Arbor Vitae Cemetery. The Commission hired a one day a week **Cemetery Caretaker** in 2011, an outgrowth of its continuing efforts to rationalize and shift operating support from taxpayers to lot owners and alleviate the strain on limited DPW resources by bringing regular cemetery maintenance functions in-house.
- Thank you, Town Meeting and Town Election voters, for your support of the much anticipated and I daresay much needed Town Offices renovation project. The work of the **Town Offices Building and Study Committee** (or TOBASCO as it is known), reported on elsewhere, continues to engross your reporter. Reflecting our role in the management of public records and with the outstanding help of the Boy Scouts and two LS students, the office began removing various caches of public documents at Town Offices in late August to their temporary quarters in anticipation of the building’s closure.
- Lastly, we wish to thank the always gracious first Assistant, Pat Arseneault, and to welcome the dedicated and convivial Valerie Fox as our second part-time Assistant Town Clerk.
- We look forward to yet another challenging year, with abiding gratitude and respect for those named and not who’ve shared the load.

VITAL STATISTICS

As recommended by the Massachusetts Registry of Vital Records and Statistics, Lincoln birth, death and marriage records for 2011 will remain nameless. Information that is public record may be obtained in the Town Clerk's Office.

- The year marked a birth "boomlet" of sorts for the Town, with 45 babies born to Hanscom parents and another 29 to Lincoln parents, for a total of 74 newborns, compared to 57 last year and 46 the year before. Girl babies again edged out boy babies, 40 to 34.
- Eighteen couples, including five Lincoln natives and two same sex pairs, were granted Lincoln marriage licenses this year. Continuing another recent trend, nine of those couples were united in matrimony by lay individuals of their own choosing, certified to serve as "one day solemnizers."
- And of the twenty-nine Lincoln residents lost to death this year, the eldest had achieved ninety-seven years of living. Twelve of this year's decedents, including one woman, were veterans of either World War II or the Korean War.

ANNUAL TOWN MEETING
Saturday, March 26, 2011 - 9:30 a.m.

Pursuant to a Warrant duly served, the Meeting was called to order in the Donaldson Auditorium by the Moderator, Mr. John B. French, at 9:37 a.m. The Return of Service for the Warrant was read, and a quorum being present (297 voters throughout the day), the following business was transacted.

The Moderator opened the meeting with a review of the general procedure to be followed, with thanks to the schools and to the Girl Scouts for delivering Town Reports and coffee. He called attention to ARTICLE 1 of the Warrant (Election of Officers and one ballot question, which he briefly recapped), which will be acted upon on Monday, March 28, 2011, at the Smith School Gym, with the polls open from 7:30 a.m. until 8:00 p.m.

The Moderator noted the passing, this past year, of Diane Haessler, Martha DeNormandie, Jack White, and Ken Olsen, and was joined by Town Meeting in a moment of silent recognition of their lives and contributions. A Middle School string quartet played the National Anthem. The presence of State Representative Tom Conroy was acknowledged with applause, after which the meeting commenced.

ARTICLE 2 Proposed by the Selectmen
VOTED: (Unanimously)

That Gary Taylor be elected Fence Viewer, and that Jack French be elected Measurer of Wood and Bark, for the ensuing year.

ARTICLE 3 Proposed by the Selectmen
VOTED: (Unanimously)

That the reports of the Town Officers, Committees, Commissioners and Trustees, as printed in the annual Town Report, be accepted.

Having arrived at the first of the Articles on the Consent Calendar, the Moderator outlined the procedure for dealing with them. Following a brief review by the Moderator of the substance of the action proposed under each of the articles, Article 10 of the proposed Calendar was held out to be considered at its regular position in the Warrant. A Motion was made and seconded, as provided under Article II, Section 13 of the General Bylaws, to adopt the remaining motions listed under the Articles on the Consent Calendar, those being Articles 4, 5, 6, 11, 12, 15, 18, and 22. The motion was passed unanimously.

ARTICLE 4 Proposed by the Selectmen
VOTED: (Unanimously, on the Consent Calendar)

That the Town set the salaries of the elected officials of the Town at the following amounts for the fiscal year beginning July 1, 2011:

Board of Selectmen Chair	\$200.00
Board of Selectmen (other members, each)	\$100.00
Town Clerk	\$74,201.24
Assessors Chair	\$200.00
Assessors (other members, each)	\$100.00
Water Commissioners (each)	\$75.00

ARTICLE 5 Proposed by the Board of Assessors
VOTED: (Unanimously, on the Consent Calendar)

That the Town accept Chapter 73, Section 4 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988, for the purpose of increasing the real estate tax exemptions by 100 percent to all persons who qualify for property tax exemptions under Clauses 17, 17C, 17C1/2, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B and 41C under Chapter 59, Section 5 of the Massachusetts General Laws.

ARTICLE 6 Proposed by the Board of Selectmen
VOTED: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$25,000 by taxation to fund the Town's Senior Tax Work-off Program, as established pursuant to Massachusetts General Laws, Chapter 59, Section 5K, as amended by Chapter 27, Section 24, of the Acts of 2009, which amendment increased the maximum deduction that eligible seniors may take.

ARTICLE 7 Proposed by the Finance Committee

Finance Committee Chair John Koenig presented an overview of the proposed FY2012 operating budget. Selectman Gary Taylor recounted highlights of the Town Operating portion of the budget; School Committee Chair, Jennifer Glass, presented the K-8 budget; David Bau provided an extended overview of the still nascent K-8 School Building project; Lincoln Sudbury Regional District School Committee members Nancy Marshall and Patty Mostue introduced the recently permanently appointed Superintendent, Scott Carpenter, who presented the LS budget; and School Committee member Kemon Taschioglou introduced Superintendent Ed Bouquillon who presented salient details of the Minuteman Regional Career and Technical High School's budget.

Budget items #1290 (Town Offices), 16931 (Pierce House), and 1914 (Health Insurance) were held out for separate disposition; following action on the main motion, each of these items, after brief discussion, was approved (1290 by majority; 16931 and 1914, unanimously). After discussion it was

VOTED: (By majority voice vote)
That the Town adopt as the FY12 budget appropriation the recommendations listed in the report of the Finance Committee, printed

on pages 30-35 inclusive, of the Financial Section and Warrant for the 2011 Annual Town Meeting, summarized in the chart below, with the amount for item # 17753 (Town Offices Renovation) reduced to \$380,000, and that all items be raised by taxation except to the following extent:

APPROPRIATION SUMMARY -

GENERAL GOVERNMENT	2,449,226.00
PUBLIC SAFETY	3,307,415.00
EDUCATION	13,351,867.38
PUBLIC WORKS & FACILITIES	1,496,445.00
HUMAN SERVICES	184,164.00
CULTURE & RECREATION	1,396,302.13
DEBT SERVICE	1,806,213.00
UNCLASSIFIED	5,723,818.00
WATER DEPARTMENT	1,012,640.58
TOTAL - ARTICLE 7	30,728,091.09

- Dept.1491, **Cemetery Department Expenses:** \$5,000 to be taken from Cemetery Perpetual Care Trust Fund Income-Expendable Trust.
- Dept. 1171, **Conservation Commission Personnel Services:** \$3,000 to be taken from Wetlands Protection Fees – Receipts Reserved for Appropriation.
- Dept. 1290, **Town Offices Personnel Services:** \$71,000 to be taken from the Hanscom Fund.
- Dept. 1290, **Town Offices Personnel Services:** \$60,000 to be taken from Water revenue.
- Dept. 61451, **Water Department**
 - **Personnel Services** - \$350,350.58 to be taken from Water revenue;
 - **Expenses** - \$433,290 to be taken from Water revenue;
 - **Debt Service** - \$179,000 to be taken from Water revenue.
- Dept.614513, **Water Department Emergency Reserve:**\$50,000 to be taken from Water Surplus/Retained Earnings.

And further, to raise and appropriate the sum of \$380,000 by taxation for completion of the full code upgrade and renovation project of the Town Offices building (Dept. 17753, **Debt Service – Town Offices**

Renovation), including all costs incidental and related thereto; provided, however, that such appropriation shall be contingent upon approval by the voters of a Proposition 2 ½, so-called, debt exclusion ballot question, authorizing the Town to exempt from the provisions of Proposition 2 ½ the amounts required to pay the principal and interest on a borrowing for the purposes set forth herein.

ARTICLE 8 Proposed by the Capital Planning Committee

VOTED: (By majority voice vote)

That the Town accept a report from the Capital Planning Committee and that the following amounts (items A – K) be raised and appropriated by taxation for the following purposes:

FY12 CAPITAL PROJECTS			
	ITEM	\$ AMT	SPONSOR
A	To fund the purchase of a replacement wood chipper, and any related equipment, for the Highway Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$45,000	Selectmen
B	To fund the purchase of a replacement leaf vacuum system, and any related equipment, for the Highway Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$20,000	Selectmen
C	To fund the purchase of a replacement brush truck, and any related equipment, for the Fire Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$43,000	Selectmen
D	To fund the purchase of two replacement cruisers, and any related equipment, for the Police Department, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$66,000	Selectmen

E	To fund the purchase and installation of a police radio system receiver, and any related equipment, for the Police Department, to work in conjunction with the existing dispatch communication system, including all costs incidental and related thereto, and to authorize disposal of, by sale or otherwise, any related excess equipment.	\$12,000	Selectmen
F	To fund the necessary repairs of the Hartwell School building skylights and flashings, including all costs related and incidental thereto.	\$21,000	School Committee
G	To fund phase 3 of the necessary asbestos abatement work at the Hartwell School, including all costs incidental and related thereto.	\$50,000	School Committee
H	To fund the painting of the Codman Farm Barn A, including all costs incidental and related thereto,	\$55,000	Selectmen
I	To fund necessary conservation restoration of various monuments located in the Arborvitae Cemetery, including all costs incidental and related thereto.	\$10,000	Cemetery Commission
J	To fund the completion of a feasibility study for the COA and Recreation Committee regarding future needs and facility options for a community center serving residents of all ages, including all costs incidental and related thereto.	\$45,000	COA/ Recreation
K	To fund the construction of a public restroom/storage building on the Lincoln School Campus for the Recreation Committee, including all costs incidental and related thereto.	\$55,000	Recreation

ARTICLE 9 Proposed by the Selectmen

VOTED: (By standing voted, declared by the Moderator to exceed the required two-thirds)

That \$5,800,000 is appropriated to complete the full code upgrade and renovation project of the Town Offices building, and all costs incidental and related thereto; that to meet this appropriation the

Treasurer with the approval of the Board of Selectmen is authorized to borrow \$5,800,000 under G.L. c.44, §7(3A) or any other enabling authority and issue bonds and notes therefor, and that the Board of Selectmen is authorized to take any other action necessary to carry out this project; provided, however, that the vote taken hereunder shall be expressly contingent upon approval by the voters of a ballot question to exclude the amounts required to pay for the bond or any notes issued for such project from the provisions of Proposition 2 ½, so called.

The meeting is adjourned for lunch at 1:50 pm, to reconvene in one hour.

ARTICLE 10 Proposed by the School Committee

VOTED: (Unanimously)

That the Town raise and appropriate the sum of \$50,000 by taxation to be used for the repair and maintenance of certain Lincoln School Campus classrooms and buildings, including all costs incidental and related thereto.

ARTICLE 11 Proposed by the Board of Selectmen

VOTED: (Unanimously, on the Consent Calendar)

That the Town raise and appropriate the sum of \$65,500 by taxation to be used for the repair and maintenance of certain Town buildings, including all costs incidental and related thereto.

ARTICLE 12 Proposed by the Library Trustees

VOTED: (Unanimously, on the Consent Calendar).

That the Town raise and appropriate the sum of \$28,000 by taxation to be used for the repair and maintenance of the Lincoln Library, including all costs incidental and related thereto.

ARTICLE 13 Proposed by the Board of Selectmen

VOTED: (Unanimously)

That the Town raise and appropriate the sum of \$59,500 by taxation to be used for the repair and maintenance of the Town IT infrastructure, including all costs incidental and related thereto.

ARTICLE 14 Proposed by the Community Preservation Committee

MOVED: That the Town receive and act upon a report from the Community Preservation Committee and that the following amounts (items A – O) be appropriated or reserved from Fiscal Year 2012 Community Preservation Fund Revenues, or transferred from prior year's revenues for Community Preservation purposes.

A motion to amend the article by deleting item B is seconded, discussed and defeated (by majority voice vote) after the maker's change of heart. The original motion (see above) is then

VOTED: (By majority voice vote)

	Project	Total Appropriation	Source of Appropriation
	Appropriations:		
A	<p>To fund, for historic preservation and rehabilitation purposes, the Town Offices building renovation</p> <p>Project; provided, however, that the vote taken hereunder shall be contingent upon approval by the voters of a Proposition 2 ½, so-called, debt exclusion ballot question authorizing the Town to exempt from the provisions of Proposition 2 ½ the amounts required to pay the principal and interest on a borrowing for the full code upgrade and renovation project of the Town Offices building, including all other costs incidental and related thereto.</p>	\$1,000,000	\$751,423 from general CPA fund balance, \$248,577 from CPA FY12 projected revenues
B	<p>To fund, for the purpose of acquisition and preservation of two parcels of open space, 55 acres of land located north of Rte. 2, just east of Juniper Ridge Road, currently owned by the DeNormandie family, identified as:</p> <ul style="list-style-type: none"> Assessor's parcel id #: Map 30 - Block 3 - Lot 0 (22.39 acre parcel) Assessor's parcel id #: Map 30 - Block 6 - Lot 0 (33.2 acre parcel) <p>and further, to authorize the Board of Selectmen to accept a conservation restriction in such property.</p>	\$100,000	\$100,000 from CPA open space reserves

C	To renew funds that were committed in FY2011 to the town's Affordable Housing Trust Fund toward the purchase of affordable housing units, subject to the conditions contained in the explanatory notes that follow.	\$488,000	\$488,000 from general CPA fund balance
D	To renew funds that were committed in FY2011 to the town's Affordable Housing Trust Fund to continue to pursue affordable housing opportunities. This appropriation is subject to the conditions contained in the explanatory notes that follow.	\$200,000	\$200,000 from general CPA fund balance
E	To appropriate funds as a grant to the town's Affordable Housing Trust Fund for the purpose of preserving affordable housing units. This appropriation is subject to the conditions contained in the explanatory notes that follow.	\$60,000	\$60,000 from CPA Housing Reserves
F	To fund for affordable housing purposes, an update to the Town's consolidated housing plan.	\$20,000	\$20,000 from CPA FY 12 projected revenues
G	To fund for historic purposes, monument restorations at the Arbor Vitae Cemetery.	\$38,000	\$38,000 from CPA Historic Reserves
H	To fund for historic resources purposes, an inventory of historically significant properties.	\$15,000	\$15,000 from CPA FY 12 projected revenues
I	To fund for historic preservation and rehabilitation purposes, Bemis Hall entrance accessibility improvements.	\$40,000	\$40,000 from CPA Historic Reserves
J	To fund for historic preservation and rehabilitation purposes, Library Archives restoration and preservation of historic documents.	\$9,340	\$9,340 from CPA FY 12 projected revenues
K	To fund CPC administrative expenses.	\$3,000	\$3,000 From

			CPA FY 12 projected revenues
L	To fund FY12 debt service payments due on permanent borrowing for previously voted CPA projects.	\$127,687.50	\$127,687.50 From CPA FY12 projected revenues
	Project Appropriation Subtotal	\$2,101,027.50	
M	Housing Reserve	\$82,950	from CPA FY12 projected revenues
N	Open Space/Land Acquisition Reserve	\$0.00	
O	Historic Preservation Reserve	\$82,950	from CPA FY12 projected revenues
P	Recreation Reserve	\$0.00	
	Reserves Subtotal	\$165,900	
	Total	\$2,266,927.50	

The following explanation of the above appropriations was presented by Community Preservation Committee Chair, Bill Stason.

Article 14 Explanation

- A. Town Offices Renovation Project** – The 2010 Annual Town Meeting appropriated funds from the CPA trust fund to undertake a building feasibility study. The study has confirmed the findings of two earlier building evaluations, which concluded that: 1) the building is not handicapped accessible 2) several key infrastructure components are outdated and at risk of failing 3) the building does not meet the current fire and life safety codes and, 4) the building is extremely energy inefficient. It was also determined that the most cost effective option would be a full renovation of the building. The total estimated project cost is \$6,800,000. The Board of Selectmen has requested, and the Community Preservation Committee is recommending, that the Town appropriate \$1,000,000 from the CPA fund to supplement the proposed borrowing that has been requested under Article 9 which is also subject to a debt exclusion under proposition 2½. This is a permissible use of CPA funds, as Town Offices is a historic building.

- B. Preservation of Open Space** – The property has been identified as “Land of Conservation Interest” on the Town’s Open Space and Recreation Plan. It has significant conservation value in terms of watershed protection, wildlife habitat, scenic vistas and it is also adjacent to the 95-acre Ricci conservation parcel. The appraised value of the land is \$1,900,000. The City of Cambridge will contribute the majority of funds and will therefore own the property. In exchange for its contribution of \$100,000, the Town or one of its conservation organizations will be granted a permanent restriction. The remainder of funds will be provided by the Rural Land Foundation and private donors.
- C. Affordable Housing Trust** - The 2006 Town Meeting authorized the creation of an Affordable Housing Trust. The 2008 Town Meeting appropriated \$900,000 from CPA funds to enable the Trust to create and preserve affordable housing for the benefit of low and moderate income households and achieve compliance with the 10% threshold required by Chapter 40B of Massachusetts General Laws. Each year since, Town Meeting has re-appropriated unexpended funds to the Trust, subject to a “sunset” provision, whereby the funds would be returned to the CPA fund if not expended or reserved prior to January 1st of the applicable fiscal year (March 1 with respect to FY’10). On January 1, 2011, \$488,000 had not been unexpended and was returned to the CPA fund. The Trust has requested that the \$488,000 be re-appropriated for FY’12, to allow the Trust to continue to pursue affordable housing opportunities. The CPC recommends that these funds be re-appropriated subject to two conditions: **(1)** as in prior years, that the Trust request and receive CPC approval for each proposed expenditure of funds; and **(2)** that the funds be returned to the CPA fund (“sunset”) as of February 1, 2012 unless, on or before February 1, 2012: (A) the Trust provides a status report to the CPC stating that the Trust reasonably expects to undertake a project prior to June 30, 2012 and, therefore, requests CPC approval for an expenditure; and (B) the CPC, in its discretion, grants approval for the expenditure and extends the sunset date to June 30, 2012.
- D. Affordable Housing Trust** - The 2010 Town Meeting appropriated \$200,000 from CPA funds to enable the Trust to create and preserve affordable housing for the benefit of low and moderate income households and achieve compliance with the 10% threshold required by Chapter 40B of Massachusetts General Laws. This appropriation was also subject to the January 1 “sunset” provision described above. On January 1, 2011, \$200,000 had not been expended and was returned to the CPA fund. The Trust has requested that the \$200,000 be re-appropriated for FY’12 to allow the Trust to continue to pursue affordable housing opportunities. The CPC recommends that these funds be re-appropriated subject to three conditions: **(1)** as in the prior year, that the Housing Trust request and receive the approval of the CPC for each

proposed expenditure of funds; (2) that the funds be returned to the CPA fund ("sunset") as of February 1, 2012 unless, on or before February 1, 2012: (A) the Trust provides a status report to the CPC stating that the Trust reasonably expects to undertake a project prior to June 30, 2012 and, therefore, requests CPC approval for an expenditure; and (B) the CPC, in its discretion, grants approval for the expenditure and extends the sunset date to June 30, 2012; and (3) that the Trust reimburse the CPA fund for this appropriation at such time as the Trust receives proceeds from the sale of the Hollingsworth property.

- E. Affordable Housing Trust** - This proposal authorizes the appropriation of \$60,000 of CPA funds for the purpose of preserving existing units of affordable housing. The Trust may use this amount to pursue buy-downs or other strategies to preserve such housing. This appropriation will not be subject to any conditions.
- F. Housing Commission Inventory** – The Housing Commission has requested funds to engage a consultant to assist in updating the Consolidated Housing Plan to reflect the 2010 census results, analyze the Town's current status, survey town residents, and to anticipate the Town's housing needs for the next ten years.
- G. Arbor Vitae Cemetery Monument Restoration** – Created in 1837, this cemetery memorializes well known families in the Lincoln community. The consultants of Fannin & Lehner Preservation found some 99 gravestones and monuments in need of preservation. Most problems involve stones or monuments that are tilting, broken, fallen, sunken, and/or loose on bases, foundations, or pins. Given the historic nature of the gravestones, a skilled conservator is required to complete the restorations.
- H. Lincoln Historical Commission Inventory** – The Historical Commission is requesting these funds to continue its efforts to preserve and protect Lincoln's significant structures. With an increased number of demolition requests over the past few years, the Commission is concerned that Lincoln's historic built environment may be at risk. These funds will be used to inventory approximately 50 properties. Additional funds may be required in the future to complete the town-wide inventory.
- I. Bemis Hall Entrance** - The current front entrance to Bemis Hall is not fully accessible. Funds will be used to construct a granite landing at the front door with three steps and railings, with a sloped concrete walkway on the side, and an electrically powered door-opener.

- J. Library Archives Restoration & Preservation** – The Lincoln Public Library holds the Town's Archives. Funds will be used to preserve records rich in historic information about Lincoln, including the Town's vital records from 1811 to 1845 and the diary of James Lorin Chapin describing life in Lincoln before the Civil War.
- K. Administrative Expenses** – These funds will be used to pay the \$2,500 annual membership dues in the Community Preservation Coalition, a statewide organization that represents the interests of CPA communities. The balance will be available for costs associated with public information, mailings, and public hearings. Any funds not spent prior to the end of FY12 will be returned to the CPA Fund.
- L. FY12 Debt Service payments** – Debt payment costs associated with the fourth year of permanent financing for previously voted CPA projects pursuant to Article 8 of the April 2, 2005 Town Meeting including the Harrington Row Land Acquisition, Affordable Housing – Sunnyside Lane construction and rehabilitation, and the Library Gund Roof replacement.
- M. Housing Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for affordable housing.
- N. Open Space/Land Acquisition Reserve** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for open space/land conservation.
- O. Historic Preservation** - The CPA requires that a minimum of 10% of annual revenues be spent or set aside for historic preservation.
- P. Recreation Reserve** – The CPA permits, but does not require, the town to spend or set aside funds for recreational purposes. No funds are reserved for recreational purposes at this time.

ARTICLE 15 Proposed by the Board of Selectmen
VOTED: (Unanimously, on the Consent Calendar)

That the Town accept and expend such sum or sums of money that may be available under the provisions of Massachusetts General Laws, Chapter 90, Section 34, Clause 2(a) or other state roadway reimbursement programs and to authorize the Board of Selectmen to enter into a contract with the Massachusetts Department of Transportation Highway Division and to authorize the Treasurer, with the approval of the Board of Selectmen, to borrow in anticipation of 100% reimbursement of said amounts.

ARTICLE 16 Proposed by the Board of Selectmen

VOTED: (Unanimously)

That the Town act on a recommendation from the Board of Selectmen and Finance Committee and present the annual Bright Light Award to Joan Kessell to acknowledge the generous donation of the Kessell home, located at 9 Huntley Lane, to a private group home provider for the purposes of providing housing and care for adults with developmental disabilities, and to raise and appropriate the sum of \$500 by taxation to support the award.

ARTICLE 17 Proposed by the Finance Committee

VOTED: (Unanimously)

That the Town raise and appropriate the sum of \$150,000 by taxation to fund the Group Insurance Liability Fund established by Chapter 474 of the Acts of 2008.

ARTICLE 18 Proposed by the School Committee

VOTED: (Unanimously, on the Consent Calendar)

That the Town transfer from free cash the sum of \$46,000, said sum being equal to the state reimbursement amounts for Special Education Medicaid expenses, to supplement the FY12 Lincoln School operating budget.

ARTICLE 19 Finance Committee

VOTED: (Unanimously)

That the Town vote to establish a special purpose stabilization fund in accordance with Massachusetts General Laws, Chapter 40, Section 5B for the purpose of funding future debt service payments; and, as funding therefore to raise and appropriate the sum of \$227,199 by taxation and to transfer the sum of money appropriated under Article 7 for the Lincoln Sudbury Regional High School that exceeds the final Lincoln assessment for FY2012 that is voted by the Lincoln Sudbury Regional High School Committee for FY2012 in accordance with law.

ARTICLE 20 Proposed by the Water Commissioners

VOTED: (Unanimously)

That the Town pass over Article 20.

ARTICLE 21 Proposed by the Finance Committee

VOTED: (Unanimously)

That the Town transfer from free cash the sum of \$2,414,772.00 to reduce the total amount to be raised by taxation pursuant to the votes previously taken under Article 7 of this Warrant; or any other article of this Warrant authorizing the appropriation of funds.

ARTICLE 22 Proposed by the Board of Selectmen

VOTED: (Unanimously, on the Consent Calendar)

That the Town reauthorize the revolving accounts previously established by vote of the Town under Massachusetts General Laws, Chapter 44, Section 53E ½, for the following purposes and as shown in the table that follows: school bus fees, pre-school tuitions, fire alarm maintenance fees, ambulance service charges, firearms licenses fees and housing rental income; with amendments to the ambulance service charges amount as shown in bold in the table below; said fees of the revolving accounts to be expended by the authorized entity without further appropriation.

FUND	REVENUE SOURCE	AUTHORITY TO SPEND FUNDS	USE OF FUNDS	SPENDING LIMIT
Student Transportation	Bus Fees	School Committee	To defray expenses related to student transportation	\$80,000
Preschool Program	User Fees	School Committee	To defray expenses related to Preschool Program services	\$135,000
Fire Alarm	Alarm Fees	Lincoln Fire Department	To defray expenses related to fire alarm services	\$25,000
Affordable Housing	Rental Income	Housing Commission	To defray expenses for maintenance and rehabilitation of town-owned affordable homes, and to cover administrative costs of the Housing Commission.	\$75,000
Firearms Licenses	Firearm Fees	Lincoln Police Department	To defray expenses for the cost of administering the firearms licensing program	\$8,500
Ambulance	Service charges	Lincoln Fire Department	To defray expenses for the cost of ambulance service operations and to build the balance in the fund to offset the purchase of a future ambulance.	\$100,000 (was previously \$90,000)

ARTICLE 23 Proposed by the Board of Selectmen
MOVED: That the Town authorize the Board of Selectmen to dispose of three paintings, by auction or other appropriate method, gifted to the Town, and previously on display at Bemis Hall and originally part of the collection of Julian DeCordova, subject to applicable procurement laws and upon such terms and conditions as the Board deems to be in the best interest of the Town, with the expectation that the proceeds derived from such disposition shall be deposited into a revolving fund established for the purpose of funding cultural and arts programs and activities.

After much discussion, the MOTION was DEFEATED.

ARTICLE 24 Proposed by the Board of Selectmen
VOTED: (Unanimously)
To pass over this article.

ARTICLE 25 Proposed by the Recreation Committee
VOTED: (Unanimously)
That the Town establish a new revolving account for the Recreation Committee under Massachusetts General Laws, Chapter 44, Section 53 E ½, in an amount not to exceed \$30,000 for Fiscal Year 2012, for the purpose of accepting receipts received in connection with the Town activities organized or sponsored by the Recreation Committee, with said fees to be expended by the Committee in connection with such activities and without further appropriation.

ARTICLE 26 Proposed by the Finance Committee
VOTED: (Unanimously)
That the Town transfer balances remaining in accounts that were established for capital projects previously approved at Town Meeting for the purposes and in the amounts shown in the table set forth in Article 26, in accordance with Massachusetts General Laws, Chapter 44, Section 20, and to use funds for future debt service obligations.

Completed Capital Project Balances -Request for Reauthorization				
Original Project	Date Voted	Original Amount	Amount Remaining	Reauthorize for:
Ricci Land Acquisition	3/26/1984	775,000	5,439.03	Future Debt service
Flint Land Acquisition	4/1/1989	2,420,000	1,805.27	Future Debt service
Bemis Hall Renovations	3/23/2003	415,000	1,221.50	Future Debt service
Town Office -Gutter Replacement	3/23/2003	140,000	162.09	Future Debt service
Fire Engine	3/27/2004	415,000	1,221.50	Future Debt service

ARTICLE 27 Proposed by the Board of Selectmen

VOTED: (Unanimously)

That the Town transfer the Umbrello conservation land which consists of three contiguous parcels totaling approximately 22.66 acres, shown as Assessor's Map/Block/Lot 119-13-1, 119-13-21 & 119-13-24, from the Conservation Commission for conservation purposes to the Conservation Commission for such purposes and also to the Board of Selectmen for the purpose of conveying a conservation or agricultural restriction, and to authorize the Board of Selectmen to convey such restriction upon such terms and conditions as it deems appropriate; it is anticipated that such conveyance would be made to the Lincoln Land Conservation Trust consistent with the current land protection protocols of the Town's conservation organizations and pursuant to an agreement with the Massachusetts Audubon Society; and to authorize the Board of Selectmen to petition the General Court, pursuant to Article 97 of the Amendments of the Massachusetts Constitution, for approval of such change in use and conveyance of a conservation or agricultural restriction as described herein; and further, to authorize the Board of Selectmen to accept a conservation or other restriction on the abutting land of the original Umbrello Farm, shown as Assessor's Map/Block/Lot 119-3-3 and 119-3-4 totaling approx. 9.58 acres.

ARTICLE 28 Proposed by the Board of Selectmen

VOTED: (Unanimously)

That the Town hear a report of the Green Energy Technology Committee regarding progress made with various grant funded initiatives.

ARTICLE 29 Proposed by the Board of Selectmen

VOTED: (Unanimously)

That the Town accept Massachusetts General Laws, Chapter 138, Section 33B to authorize the Board of Selectmen to permit on-premises (restaurant) sales of alcohol on Sundays beginning at 10:00 a.m.

ARTICLE 30 Proposed by Citizen Petition

VOTED: (Unanimously)

That the Town authorize the Board of Selectmen to petition the General Court for special legislation amending Chapter 349 of the Acts of 2006 (which authorized the Board of Selectmen to issue a single license for the sale of wine and malt beverages to be drunk on premises) to authorize the Board of Selectmen to issue a single license for the sale of all alcoholic beverages to be drunk on the premises under section 12 of chapter 138 of the General Laws; provided, however, that said act shall be placed before the voters of the Town for acceptance at an

election, and shall only take effect if a majority of voters voting thereon vote in the affirmative, but not otherwise; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

ARTICLE 31 Proposed by Citizen Petition

VOTED: (By majority voice vote)

That the Town authorize the Board of Selectman to petition the General Court for special legislation authorizing the Board of Selectman to issue a retail license for the sale of malt beverages and wine [not to be drunk on the premises], with such license to be subject to all other applicable provisions of G.L. Ch. 138 except G.L. c.138, §17, and to authorize the Board of Selectmen, as licensing authority, to adopt rules and regulations for the granting of such license; provided, however, that said act shall be placed before the voters of the Town for acceptance at an election, and shall only take effect if a majority of voters voting thereon vote in the affirmative, but not otherwise; provided further that the General Court shall make clerical or editorial changes of form only, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of the petition.

ARTICLE 32 Proposed by Citizen Petition

VOTED: (By majority voice vote)

That the Town authorize the Board of Selectmen to file a petition the General Court for special legislation authorizing the Board of Selectmen to issue an all alcoholic club license to The Groves, located at 17 Cambridge Turnpike, said license to be subject to all other applicable provisions of Massachusetts General Laws, Chapter 138 except G.L. c.138, §17; provided, however, that said act shall be placed before the voters of the Town for acceptance at an election, and shall only take effect if a majority of voters voting thereon vote in the affirmative, but not otherwise; and provided further that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition.

ARTICLE 33 Proposed by the Recreation Committee

VOTED: (Unanimously)

That the Town amend Article V of the General By-laws of the Town by changing the name of the "Recreation Committee", as set forth in the title of said article and in each instance in which it appears, to the "Parks and Recreation Committee".

ARTICLE 34 Proposed by the Agricultural Commission

VOTED: (Unanimously)

That the Town amend the General By-laws of the Town by inserting the following new by-law to be known as the "Right To Farm By-law":

Right to Farm Bylaw

Section 1. Legislative Purpose and Intent

This "Right to Farm" By-law establishes a process by which the Town of Lincoln will provide information to all present and future residents regarding existing state law pertaining to agriculture. The mechanism for providing notice is to be determined by the town. This By-law provides no new benefits or protections beyond those already contained in the Massachusetts State laws.

The purpose and intent of this By-law is to embrace and explain the rights to farm accorded to all citizens of the Commonwealth under Article 97, of the Articles of Amendment of the Constitution, and all state statutes and regulations thereunder including but not limited to Massachusetts General Laws Chapter 40A, Section 3, Paragraph 1; Chapter 90, Section 9; Chapter 111, Section 125A; and Chapter 128, Section 1A. We the citizens of Lincoln restate and republish these rights pursuant to the Town's authority conferred by Article 89 of the Articles of Amendment of the Massachusetts Constitution, ("Home Rule Amendment").

This By-law shall apply to all jurisdictional areas within the Town.

Section 2. Definitions

The word "farm" shall include any parcel or contiguous parcels of land, or water bodies used for the primary purpose of agriculture, or accessory thereto.

The words "farming" or "agriculture" or their derivatives shall include, but not be limited to the following:

- Farming in all its branches and the cultivation and tillage of the soil;
- Dairying;
- Production, cultivation, growing and harvesting of any agricultural, aquacultural, floricultural, viticultural, or horticultural commodities;
- Farmers markets, CSA programs;
- Growing and harvesting of forest products upon forest land, and any other forestry or lumbering operations;
- Raising of livestock, including horses;
- Keeping of horses as a commercial enterprise;

- Keeping and raising of poultry, swine, cattle, sheep, rabbits, ratites, camelids and other domesticated animals for food and other agricultural purposes, including bees, fiber, fur-bearing animals, and any forestry and lumbering operations;
- Preparations for market, delivery to storage or to market or to carriers for transport to market.

Farming in Lincoln may encompass activities including, but not limited to, the following:

- Operation and transportation of slow-moving farm equipment over roads within the Town;
- Control of pests, including, but not limited to, insects, weeds, predators and disease organism of plants and animals;
- Storage and application of manure, fertilizers and pesticides;
- Conducting agriculture-related educational and farm-based recreational activities, including agri-tourism, provided that the activities are related to marketing the agricultural output or services of the farm.
- Processing and packaging of the agricultural output of the farm and the operation of a farmer's market or farm stand including signage thereto;
- Maintenance, repair, or storage of seasonal equipment, or apparatus owned or leased by the farm owner or manager, used expressly for the purpose or propagation, processing, management or sale of the agricultural products;
- On-farm relocation of earth and the clearing of ground for farming and or agricultural operations.

Section 3. Applicability

The benefits and protections affirmed by this By-law are intended to apply exclusively to those commercial agricultural and farming operations and activities conducted in accordance with generally accepted agricultural practices.

Section 4. Right to Farm Declaration

The Right to Farm is hereby recognized to exist within the Town of Lincoln. The above-described agricultural and farm-related activities may occur on holidays, weekdays, and weekends by night or day and shall include the attendant incidental noise, odors, dust, and fumes associated with normally accepted agricultural practices. Impacts that may be caused to others through the normal practice of agriculture may be more than offset by the benefits of farming to the neighborhood, community, and society in general. The benefits and protections affirmed by this By-law are intended to apply exclusively to those agricultural operations and activities conducted in accordance with generally accepted agricultural practices. No benefits and protections are conferred to agricultural activities whenever adverse impact results from negligence or willful or reckless misconduct in the operation of any such agricultural or farming operation, place, establishment or facility or any of its appurtenances. Nothing in this Right to Farm By-law shall be deemed as acquiring any interest in land, or as imposing any

land use regulation, which is properly the subject of state statute, regulation, or local zoning law.

Section 5. Disclosure Notification

Within 30 days after this By-law becomes effective, the Board of Selectmen shall post the following disclosure on the official bulletin board and website of the Town, at any other location at its discretion, and make such disclosure available for distribution upon request in the offices of the Board of Selectmen, Board of Assessors, and the Town Clerk.

“It is the policy of the Town of Lincoln to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food and agricultural products, and also for its natural and ecological value. This disclosure notification is to inform buyers and occupants that the property they are about to acquire or occupy lies within a town where farming activities occur. Such farming activities may include, but are not limited to, activities that cause noise, dust, and odors. Buyers or occupants are also informed that the location of property within the Town may be impacted by commercial agricultural operations including the ability to access water services for agricultural use under certain circumstances.”

Section 6. Resolution of Disputes

Any person having a complaint about a farm or farming activity or practice is encouraged to seek an amicable solution through resolution directly with the owner or operator of the farm at issue. Such person may also, notwithstanding the pursuit of other available remedies, file such a complaint with the Board of Selectmen. The Board of Selectmen may, at its sole discretion and to the extent the Board believes resolution of the matter may be facilitated by involvement of the Town, forward the complaint to the Agriculture Commission, or other appropriate board or officer, and request that recommendations for resolution be provided within an agreed upon timeframe. Notwithstanding any other provision of this section, however, the Board of Selectmen shall not be required to forward a complaint filed in accordance herewith or to take any other action.

Section 7. Severability Clause

If any part of this By-law is for any reason held to be unconstitutional or invalid, such decision shall not affect the remainder of this By-law. The Town of Lincoln hereby declares the provisions of this By-law to be severable.

ARTICLE 35 Proposed by Citizen Petition
VOTED: (Unanimously)
 To pass over this article.

ARTICLE 36 Proposed by Citizen Petition
VOTED: (Unanimously)
To pass over this article.

ARTICLE 37 Proposed by Citizen Petition
VOTED: (Unanimously)
To pass over this article.

ARTICLE 38 Proposed by the Planning Board

Planning Board member James Craig reported that, as required by law, a public hearing on the following matter was held on March 8, 2011; thereafter, it was

VOTED: (Unanimously)
That the Town delete zoning bylaw Section 12.1, the C- Open Space Conservation District, Section 11, the B-3 Selected Light Industrial District, and Section 12.4, the H – Historic District, in their entirety and reserve numbering for future use.

ARTICLE 39 Proposed by the Planning Board

Planning Board Chair Bryce Wolf reported that, as required by law, a public hearing on the following matter was held on March 8, 2011; thereafter, it was

VOTED: (Unanimously)
That the Town delete zoning bylaw Section 16.3 (b) in its entirety to remove the requirement of obtaining a permit from the Building Inspector for street signs and traffic control signs erected by departments and agencies of the Town, and re-number subsequent sections accordingly; and amend zoning bylaw Section 16.2 by adding a new subsection (e) as follows:
Sec. 16.2 (e) Street signs and traffic control signs erected by departments and agencies of the Town of Lincoln.

ARTICLE 40 Proposed by the Planning Board

Planning Board member Bob Domnitz reported that, as required by law, a public hearing on the following matter was held on March 8, 2011; thereafter, it was

VOTED: (By voice vote, declared by the Moderator to exceed the required two-thirds)
That the Town amend zoning bylaw Section 6 to clarify the treatment of uses that have exemptions under MGL Ch40A Sec 3, and to add a trigger for site plan review for additions/ accessory structures to non-residential uses in residential zones by making the following text

amendments as shown below with deletions shown in strikethrough text and additions shown as bolded italic text as follows:

6.0.1 No site alteration or ~~site~~ development work including, but not limited to removal of vegetation, soil excavation, or grading, shall be performed on an undeveloped or vacant lot prior to Planning Board approval of a site plan therefore, in accordance with Section 17.7 of this By-law.

6.0.1.a For purposes of Section 6.0.1, an “undeveloped” lot shall mean a lot upon which ***a structure has never existed.*** ~~a dwelling unit or accessory structure has never been constructed.~~

6.0.1.b For purposes of Section 6.0.1, a “vacant” lot shall mean a lot upon which ***one or more structures*** ~~any dwelling unit or accessory structure~~ ***have*** ~~has~~ been removed, torn down or otherwise removed such that no ~~dwelling unit or accessory structures~~ exists upon said lot.

6.0.2 No site alteration or ~~site~~ development work on a lot including, but not limited to: removal of vegetation, soil excavation, or grading, shall occur prior to Planning Board approval of a site plan in accordance with Section 17.7 of this By-law in preparation for, or anticipation of, construction of any proposed alteration, extension, reconstruction, or renovation of any existing ~~dwelling unit or accessory structure~~ above grade when (a) the proposed calculated gross floor area for the ~~dwelling unit and all accessory structures~~ ***on the lot*** exceeds 4,000 square feet or 8% of the lot area, whichever is greater; or (b) the proposed calculated gross floor area of the ~~dwelling unit and all accessory structures~~ ***on the lot*** equals or exceeds 6,500 square feet.

6.0.3 Removal of vegetation in the course of normal ~~home~~ maintenance, consistent with applicable by-laws, is allowed on a lot subject to Sections 6.0.1 and 6.0.2.

6.1 (g) religious or educational uses governed by *M.G.L. c. 40A, s. 3.* (~~see subject to Section 19.1.e).~~

6.1 (h) other uses that cannot be prohibited under M.G.L. c.40A,s.3.

6.2 The following uses require a Special Permit from Uses Permitted Subject to Permission of the Board of Appeals, as provided in Section 20 below, with the written advice of the Planning Board in each case: See M.G.L c.40A, s.3 for specifically described uses that may be exempt from this special permit requirement.

ARTICLE 41 Proposed by the Planning Board

Planning Board Chair Bryce Wolf reported that, as required by law, a public hearing on the following matter was held on March 8, 2011; where after, it was

VOTED: (Unanimously)

That the Town amend zoning bylaw Section 12.6.7 by deleting all references to the specific amounts of fees for filing, renewal or review of wireless communication facilities as shown below with deleted text shown as strikethrough text as follows:

12.6.7 FEES

a) Filing Fee: Every submission for a special permit for a Wireless Communication Facility or for a special permit for a proposed modification of an existing Wireless Communication Facility shall be accompanied by a Filing Fee ~~of \$800~~ payable by certified check to the Town of Lincoln;

b) Review Fee: Every submission for a special permit for a Wireless Communication Facility or for a special permit for a proposed modification of an existing Wireless Communication Facility shall be accompanied by a Review Fee payable by certified check to the Town of Lincoln. The procedure for Review Fees shall be subject to M.G.L. C.44, Section 53G and project review fee regulations as adopted by the Planning Board. ***There shall be an initial review fee as determined by the Planning Board*** ~~The initial amount of the review fee shall be \$7500,~~ with the Planning Board determining any additional funds during the process which may be required to cover the expenses incurred by the Planning Board in reviewing the special permit application, including without limitation any engineering, planning or technical consulting services necessary for review purposes;

c) Renewal Fees: Every submission for renewal of a special permit for an existing Wireless Communication Facility shall be accompanied by a Renewal Fee ***as determined by the Planning Board*** ~~of \$800~~ payable by certified check to the Town of Lincoln;

d) A special permit shall not be issued until all fees due and owing shall have been paid.

And amend zoning bylaw Section 13.2.5 to correct a past transcription error, by deleting “the” and replacing with “***any***” as follows: “The minimum width of a lot between any point on any side lot line and any

point on ~~the~~ **any** other side lot line measured from any point on the principal building shall be 250 feet. (See figure 1 at end of by-law.)”

ARTICLE 42 Proposed by the Planning Board

VOTED: (Unanimously)

That the Town hear a report of the Lincoln Station Planning Committee.

ARTICLE 43 Proposed by the Planning Board

VOTED: (Unanimously)

That the Town hear a report of the Comprehensive Plan Implementation Committee.

Throughout the day, tribute was paid to:

- Peg Martin, for her enduring and knowledgeable service as the Town Historian;
- Adeline Naiman, for her ardent advocacy on behalf of the Disabilities Commission;
- Gary Taylor, for his astute and insightful years of service, most recently on the Board of Selectmen; and
- Jack French, our always gracious Moderator, for his half century of service to the Town in one capacity after another.

A motion to dissolve the 2011 Annual Town Meeting was made, seconded, and gratefully adopted by unanimous voice vote at 5:30 pm.

ANNUAL TOWN ELECTION

March 28, 2011

In accordance with Article 1 of the Warrant for the Annual Town Meeting, the polls were opened at 7:30 a.m. by Town Clerk, Susan F. Brooks. Nancy Pimental served as Chief Deputy Warden and Patricia Arseneault as the Election Clerk. The polls were declared closed at 8:00 p.m. The total number of votes cast was 525 out of 4404 registered voters. Results were as follows:

Offices and Candidates	Pct. #1	Pct. #2	Pct. #3	Total
Moderator (3 yrs)				
Blanks	40	32		72
Sarah Cannon Holden	244	202		446
All Others	5	2		7
Board of Selectment (3 yrs)				
Blanks	54	46		100
Peter Braun	225	188		413
All Others	10	2		12
Board of Assessors (3 yrs)				
Blanks	52	48		100
Ellen B. Meadors	235	187		422
All Others	2	1		3
School Committee (3yrs) Vote for 2				
Blanks	156	126		282
Jennifer LR Glass	217	178		395
Jennifer A. James	200	168		368
All Others	5	0		5
Water Commissioner (3 yrs)				
Blanks	63	50		113
Ruth Ann Hendrickson	225	186		411
All Others	1	0		1
Board of Health (3 yrs)				
Blanks	61	48		109
Frederick L. Mansfield	227	187		414
All Others	1	1		2
Board of Health (1 yrs)				
Blanks	54	55		109
Herbert A. Haessler	233	180		413
All Others	2	1		3
Cemetery Commissioner (3 yrs)				
Blanks	54	50		104
Manley B. Boyce II	235	185		420
All Others	0	1		1
Planning Board (5 yrs)				
Blanks	54	49		103
Bryce Wolf	235	187		422
All Others	0	0		0
Commissioner of Trust Funds (3 yrs)				
Blanks	278	222		500
WRITE IN Derek Fitzgerald		3		3
All Others	11	11		22
Trustee of Bemis Fund (3 yrs)				
Blanks	278	223		501
WRITE IN Stacy Osur	2	2		4
All Others	9	11		20
Trustee, DeCordova Museum (4 yrs)				
Blanks	68	50		118
Scarlett Halsted Carey	221	184		405
All Others	0	2		2
Housing Commission (3 yrs)				
Blanks	72	65		137
Pamela A. Gallup	217	170		387
All Others	0	1		1
Recreation Committee (3 yrs)				
Blanks	254	206		460
WRITE IN Ingrid Neri	29	23		52
All Others	6	7		13
LSRHS (3 yrs) Vote for 2				
Blanks	178	138		316
Patricia M. Mostue	247	204		451
Elena M. Kleifges	152	130		282
All Others	1	0		1
Q#1 Renovation debt exclusion				
Blanks	8	8		16
YES	174	144		318
NO	107	84		191
Total Ballots Cast	289	236		525

PERSONNEL BOARD

Barbara Hogan
Graham Walker
Beth S. Ries, Chairman

In accordance with its mission, the Board oversees the Town's personnel system in order to assure that job classifications and compensation are equitable among non-union employees and in line with comparable communities. The Board regularly reviews job descriptions, particularly when there is a change in responsibilities and/or when a new person is to be hired. During 2012 this was the case for several departments, particularly the Building and Fire Departments and the Library. The Chairman had the privilege of participating in the interviews for the new Fire Chief, which resulted in the hiring of a well-qualified candidate.

During 2010, the Board had discussed the need to assist Town boards in doing meaningful performance reviews of their key employees. The Personnel Board issued a Request for Proposals for training sessions and received two excellent proposals. Change Dynamics of Ayer was chosen to give two workshops. Entitled "Conducting Effective Performance Evaluations", the workshops took place in October and were well attended by department heads and board members. It is hoped that the training will result in improved evaluations and communications between employees and their superiors.

We wish to thank Wally Jabs for his two years of service on the board. We were sorry to lose him but fortunate to have found Barbara Hogan as his replacement. She has an excellent background in human resources and has already lent her expertise to our deliberations. Anita Scheipers, Assistant Town Administrator, continues to provide excellent support in all areas.

Anyone who is interested in attending our meetings is welcome. Typically meetings are held in the morning on an as-needed basis in the Town Offices. All meetings are posted.

FINANCE

FINANCE DIRECTOR/ TOWN ACCOUNTANT Colleen Wilkins

Town of Lincoln, Massachusetts									
Combined Balance Sheet - All Fund Types and Account Groups									
	Governmental Fund Types			June 30, 2011 Proprietary Fund Type	Fiduciary Fund Type	Fiduciary Self Insured Trust Fund	General Long Term Debt Group	General Fixed Asset Account Group	Totals (Memo Only)
	General	Special Revenue	Capital Projects	Enterprise	Trust & Agency				
Assets									
Cash/Investments	\$8,844,756	\$3,166,084	\$8,505,041	\$1,490,223.62	\$3,018,224	\$445,678			\$25,270,006
Petty Cash	900	\$945							\$1,845
Receivables:				278,781					\$278,781
Property Taxes	485,311	5,245							\$490,556
Allowance for Abatements and Exemptions	(259,186)								(\$259,186)
Excises	96,293								\$96,293
Tax Liens	4,050	56							\$4,106
Tax Possession	16,196								\$16,196
Subdivision Bond -40 Deerhaven	25,000								\$25,000
User Charges, Net of Allowance for Uncollectible									\$0
Due from Other Governments		4,838,736							\$4,838,736
Fixed Assets, Net of Depreciation			0	11,640,486				71,582,523	\$83,223,009
Land				750,000					\$750,000
Accum Depr Plant				(4,661,393)					(\$4,661,393)
Machinery & Equip				(184,165)				(17,097,745)	(\$17,281,910)
Accum Depr Machinery & Equip									\$0
Amount to be Provided for Payment of Bonds							13,883,000		\$13,883,000
Total Assets	\$9,013,320	\$8,011,066	\$8,505,041	\$9,313,932	\$3,018,224	\$445,678	\$13,883,000	\$54,484,778	\$106,675,038
Liabilities and Fund Equity									
Liabilities:									
Warrants Payable	165,278	\$115,434	\$44,555	\$43,765	\$8,299				\$375,330
Accrued Payroll	\$608,207	488,860		8,393	681				1,106,141
Withholding Payable	468,000								468,000
Unclaimed Items	20,539	73							20,612
Due to Proprietary Funds	393								393
Due to Other Governments	1221								1,221
Bonds Payable				2,674,064			13,883,000		16,557,064
BANS			\$650,000						650,000
Guarantee Deposits	25,000				0				25,000
Other Liabilities (BNR)					0				-
Deferred Revenue:				278,781					278,781
Def Rev Intergovernmental		4,838,736							4,838,736
Property Taxes	117,202	5,245							122,447
Property Tax Accruals									-
Excises	96,293								96,293
Tax Possessions	16,196								16,196
Tax Liens	4,050	56							4,106
Total Liabilities	1,522,378	5,448,403	694,555	3,005,003	6,979	0	13,883,000	0	24,560,319
Fund Equity:									
Invested in Capital Assets, Net				4,870,866				54,484,778	59,355,644
Retained Earnings:									0
Reserved for Encumbrances				141,155					141,155
Unreserved Retained Earnings				1,246,909					1,246,909
Fund Balances:									0
Reserved for Endowments					0				0
Reserved for Encumbrances	685,832	431,703			3,909				1,121,444
Reserved for Expenditure	2,460,772	1,043,537	2,015,925	50,000					5,570,234
Reserved for Snow & Ice									0
Reserved for CPA purposes		141,408							141,408
Reserved for Debt Service	0								0
Unreserved Fund Balance:									0
Designated		0	43,124		0				43,124
Undesignated	4,344,337	946,014	5,751,438		3,007,336	445,678			14,494,802
Total Fund Equity	7,490,941	2,562,662	7,810,486	6,308,929	3,011,244	445,678	0	54,484,778	82,114,720
Total Liabilities and Fund Equity	\$9,013,320	\$8,011,066	\$8,505,041	\$9,313,932	\$3,018,224	\$445,678	\$13,883,000	\$54,484,778	\$106,675,038
	\$0								

COLLECTOR'S REPORT

Mary C. Day, Collector

Description	Balance 6/30/2010	Commitments / New Charges	Abatements / Credits	Payments Received	Refunds	Balance 6/30/2011
REAL ESTATE TAXES						
Tax Title Accounts	4,199.03	84,270.99	14,673.54	69,974.17	-	3,822.31
Taxes In Deferral	229,791.03	48,870.63		14,284.00		264,377.66
2007 Real Estate	82.58		82.58			(0.00)
2009 Real Estate	(132.60)	-		24.61	157.21	(0.00)
2010 Real Estate	272,551.44		63,516.57	212,053.15	3,018.28	(0.00)
2011 Real Estate		22,908,223.04	109,683.40	22,633,888.73	47,926.37	212,577.28
Real Estate Possession	33,133.00					33,133.00
TOTAL REAL ESTATE	\$ 539,624.48	\$ 23,041,364.66	\$ 187,956.09	\$ 22,930,224.66	\$ 51,101.86	\$ 513,910.25
PERSONAL PROPERTY TAXES						
2000 Personal Property	866.20					866.20
2001 Personal Property	1,047.69					1,047.69
2002 Personal Property	1,103.59					1,103.59
2003 Personal Property	372.58					372.58
2004 Personal Property	2,010.04					2,010.04
2005 Personal Property	1,618.64					1,618.64
2006 Personal Property	(0.00)					(0.00)
2007 Personal Property	398.81					398.81
2008 Personal Property	179.75					179.75
2009 Personal Property	41.84					41.84
2010 Personal Property	744.01			29.34		714.87
2011 Personal Property	-	414,945.55	193.29	414,749.61		2.65
TOTAL PERSONAL PROPERTY	\$ 8,383.15	\$ 414,945.55	\$ 193.29	\$ 414,778.95	\$ -	\$ 8,356.46
MOTOR VEHICLE AND TRAILER EXCISE						
2000 Excise	7,875.12					7,875.12
2001 Excise	8,242.82			8.75		8,234.07
2002 Excise	6,602.93					6,602.93
2003 Excise	6,038.26			85.63		5,952.63
2004 Excise	6,159.07					6,159.07
2005 Excise	4,133.94		6.25	247.46		3,880.23
2006 Excise	4,392.20			73.13		4,319.07
2007 Excise	6,403.88		20.63	140.63	20.63	6,263.25
2008 Excise	6,476.43		345.33	1,469.07	345.33	5,007.36
2009 Excise	13,006.59	309.58	1,107.61	6,306.66	597.71	6,499.61
2010 Excise	25,631.55	117,152.99	14,077.74	125,733.91	7,319.75	10,292.64
2011 Excise	-	769,168.09	15,440.75	731,776.98	3,522.71	25,473.07
TOTAL EXCISE	\$ 94,962.79	\$ 886,630.66	\$ 30,998.31	\$ 865,842.22	\$ 11,806.13	\$ 96,559.05
WATER USAGE CHARGES						
Total Water Commitments	85,397.39	1,405,949.06	63,436.32	1,157,979.56	8,850.31	278,780.88
Water Liens Added to Tax	2,303.31	38,788.22	765.45	40,098.63		227.45
Water Liens Added to Tax Title	-	765.45		765.45		-
TOTAL WATER	\$ 87,700.70	\$ 1,445,502.73	\$ 64,201.77	\$ 1,198,843.64	\$ 8,850.31	\$ 279,008.33
COMMUNITY PRESERVATION ACT						
2010 CPA	6,971.50		1,644.04	5,414.80	87.34	(0.00)
2011 CPA	-	610,937.92	1,853.45	604,049.94	210.40	5,244.93
Tax Title CPA	198.08	1,761.49		1,903.44		56.13
TOTAL CPA	\$ 7,169.58	\$ 612,699.41	\$ 3,497.49	\$ 611,368.18	\$ 297.74	\$ 5,301.06
GRAND TOTALS:	\$ 737,840.70	\$ 26,401,143.01	\$ 286,846.95	\$ 26,021,057.65	\$ 72,056.04	\$ 903,135.15
MISC. OTHER COLLECTIONS						
				Receipts		
Interest on R.E. Taxes				\$ 57,248.66		
Interest on P.P. Taxes				96.28		
Interest on Tax Title/Deferred Accts				10,825.89		
Interest on Mot. Veh. Excise				4,411.16		
Interest on CPA Surcharge				1,418.72		
Late Charge on Water				3,660.00		
Demand & Warrant Fees				9,597.88		
License Marking Fees				2,300.00		
Municipal Lien Cert. Fees				4,650.00		
TOTAL				\$ 94,088.59		

TREASURER'S REPORT
Mary C. Day, Town Treasurer

CASH BALANCES AS OF JUNE 30, 2011	
General Town Funds	Cash on Deposit
<u>Citizen's Bank</u>	
Depository Account	7,702,996.04
Vendor Account	3,291.78
Payroll Account	2,066.06
Hanscom Account	5,153.21
Justice Drug Fund	1,374.12
State Drug Fund	3,100.29
Recreation Revolving Account	92,133.85
Student Activity Agency Funds	79,983.19
Escrow Account	96,368.07
Community Preservation Act Fund	1,158,841.60
Self-Insurance Fund	445,655.16
Cultural Council	1,548.74
<u>Century Bank</u>	
Certificate of Deposit	522,740.89
<u>UniBank</u>	
Lockbox Account	73,157.08
Lockbox Account	602.75
Remote Capture	1,299,633.75
ACH Transfers	466,142.46
Certificate of Deposit	1,002,130.94
<u>Cambridge Trust Company</u>	
Depository Account	369,708.57
School Lunch Revolving Fund	89,707.64
Road Construction Account	1,890,729.72
Police Narcotics Fund	919.50
<u>Commonwealth Financial</u>	
OPEB Funds	878,022.59
Library Funds	369.22
<u>Rollstone Bank</u>	
Repurchase Agreement	5,989,250.91
<u>Mass. Municipal Depository Trust (pooled investment)</u>	
General Town Account	785,780.61
Community Preservation Act Fund	578,796.93
Affordable Housing	417,447.57
<u>Petty Cash</u> (located in various offices)	1,845.00
General Town Funds - Total	\$23,959,498.24

CASH BALANCES AS OF JUNE 30, 2011 (cont.)

Trust Funds	Market Value
<u>Commonwealth Financial Network</u>	
Various Investments	
Cash/Cash Equivalents	49,371.42
Equities	424,769.77
Fixed Income	90,581.50
Mutual Funds	749,466.92
Trust Funds - Totals	\$1,314,189.61
TOTAL CASH BALANCE (06/30/11)	<u>\$25,273,687.85</u>
(General Town Funds Total + Trust Funds Total)	

**STATEMENT OF OUTSTANDING DEBT
AS OF JUNE 30, 2011**

State House Loan Note (4.90%) - For Remodeling of Codman Pool
Issued May 1, 2003 under Ch. 645 of the Acts of 1948 as amended and
voted at annual town meeting on March 26, 2002; and Ch. 44, Sec. 7 of the Mass.
General Laws.

OUTSTANDING PRINCIPAL \$40,000.00

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
5/1/2012	20,000.00	1,960.00
5/1/2013	20,000.00	980.00
TOTAL	40,000.00	2,940.00

General Obligation Bond (3.249494%) - For Remodeling of Bemis Hall & purchase of a
Fire Truck

Issued August 15, 2004 under Ch. 645 of the Acts of 1948 as amended and
voted at annual town meeting on March 23, 2002 for the remodeling of Bemis Hall
and March 27, 2004 for the purchase of a fire truck; and Ch. 44, Sec. 7 of the Mass.
General Laws

OUTSTANDING PRINCIPAL \$320,000.00

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
8/15/2011	80,000.00	5,740.00
2/15/2012		4,480.00
8/15/2012	80,000.00	4,480.00
2/15/2013		3,080.00
8/15/2013	80,000.00	3,080.00
2/15/2014		1,600.00
8/15/2014	80,000.00	1,600.00
TOTAL	320,000.00	24,060.00

General Obligation Bond (3.190372%) - For Affordable Housing
Issued June 15, 2008 under Ch. 44 Section 7 (3 & 3A) and Ch. 44B Section 11 and
as amended and voted at annual town meeting on April 2, 2005

OUTSTANDING PRINCIPAL **\$295,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2011		4,887.50
6/15/2012	45,000.00	4,887.50
12/15/2012		4,212.50
6/15/2013	45,000.00	4,212.50
12/15/2013		3,481.25
6/15/2014	45,000.00	3,481.25
12/15/2014		2,750.00
6/15/2015	40,000.00	2,750.00
12/15/2015		2,100.00
6/15/2016	40,000.00	2,100.00
12/15/2016		1,400.00
6/15/2017	40,000.00	1,400.00
12/15/2017		700.00
6/15/2018	40,000.00	700.00
TOTAL	295,000.00	39,062.50

General Obligation Bond (3.190372%) - For Land Acquisition

Issued June 15, 2008 under Ch. 44 Section 7(3) and Ch. 44B Section 11 and
voted at annual town meeting on April 2, 2005

OUTSTANDING PRINCIPAL **\$225,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2011		3,725.00
6/15/2012	35,000.00	3,725.00
12/15/2012		3,200.00
6/15/2013	35,000.00	3,200.00
12/15/2013		2,631.25
6/15/2014	35,000.00	2,631.25
12/15/2014		2,062.50
6/15/2015	30,000.00	2,062.50
12/15/2015		1,575.00
6/15/2016	30,000.00	1,575.00
12/15/2016		1,050.00
6/15/2017	30,000.00	1,050.00
12/15/2017		525.00
6/15/2018	30,000.00	525.00
TOTAL	225,000.00	29,537.50

General Obligation Bond (3.190372%) - For Library Roof Replacement
 Issued June 15, 2008 under Ch. 44 Section 7 (3A) and Ch. 44 B Section 11 and
 as amended and voted at annual town meeting on April 2, 2005

OUTSTANDING PRINCIPAL **\$165,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2011		2,731.25
6/15/2012	25,000.00	2,731.25
12/15/2012		2,356.25
6/15/2013	25,000.00	2,356.25
12/15/2013		1,950.00
6/15/2014	25,000.00	1,950.00
12/15/2014		1,543.75
6/15/2015	25,000.00	1,543.75
12/15/2015		1,137.50
6/15/2016	25,000.00	1,137.50
12/15/2016		700.00
6/15/2017	20,000.00	700.00
12/15/2017		350.00
6/15/2018	20,000.00	350.00
TOTAL	165,000.00	21,537.50

General Obligation Bond (3.190372%) - For purchase of a Firetruck
Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended
and voted at annual town meeting on March 24, 2007

OUTSTANDING PRINCIPAL **\$315,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2011		5,231.25
6/15/2012	45,000.00	5,231.25
12/15/2012		4,556.25
6/15/2013	45,000.00	4,556.25
12/15/2013		3,825.00
6/15/2014	45,000.00	3,825.00
12/15/2014		3,093.75
6/15/2015	45,000.00	3,093.75
12/15/2015		2,362.50
6/15/2016	45,000.00	2,362.50
12/15/2016		1,575.00
6/15/2017	45,000.00	1,575.00
12/15/2017		787.50
6/15/2018	45,000.00	787.50
TOTAL	315,000.00	42,862.50

General Obligation Bond (3.190372%) - For purchase of a Firetruck
 Issued June 15, 2008 under Ch. 44 Section 7(9) and as amended
 and voted at annual town meeting on March 24, 2007

OUTSTANDING PRINCIPAL **\$140,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
12/15/2011		2,325.00
6/15/2012	20,000.00	2,325.00
12/15/2012		2,025.00
6/15/2013	20,000.00	2,025.00
12/15/2013		1,700.00
6/15/2014	20,000.00	1,700.00
12/15/2014		1,375.00
6/15/2015	20,000.00	1,375.00
12/15/2015		1,050.00
6/15/2016	20,000.00	1,050.00
12/15/2016		700.00
6/15/2017	20,000.00	700.00
12/15/2017		350.00
6/15/2018	20,000.00	350.00
TOTAL	140,000.00	19,050.00

General Obligation Bond (2.206555%) - For purchase of an Ambulance
 Issued May 1, 2010 under Ch. 44 Section 7(9) and as amended
 and voted at annual town meeting on March 27, 2010 (Article 10) and
 March 29, 2010 (Question 4).

OUTSTANDING PRINCIPAL **\$160,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2011		1,800.00
5/1/2012	40,000.00	1,800.00
11/1/2012		1,400.00
5/1/2013	40,000.00	1,400.00
11/1/2013		1,000.00
5/1/2014	40,000.00	1,000.00
11/1/2014		500.00
5/1/2015	40,000.00	500.00
TOTAL	160,000.00	9,400.00

General Obligation Bond (2.206555%) - For road improvements
Issued May 1, 2010 under Ch. 44 Section 7(5) and as amended
and voted at annual town meeting on March 29, 20008 and March 31, 2008
Article 21, Question 1

OUTSTANDING PRINCIPAL **\$4,905,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2011		64,650.00
5/1/2012	595,000.00	64,650.00
11/1/2012		58,700.00
5/1/2013	595,000.00	58,700.00
11/1/2013		52,750.00
5/1/2014	595,000.00	52,750.00
11/1/2014		45,312.50
5/1/2015	595,000.00	45,312.50
11/1/2015		37,875.00
5/1/2016	595,000.00	37,875.00
11/1/2016		28,950.00
5/1/2017	595,000.00	28,950.00
11/1/2017		20,025.00
5/1/2018	595,000.00	20,025.00
11/1/2018		11,100.00
5/1/2019	590,000.00	11,100.00
11/1/2019		2,250.00
5/1/2020	150,000.00	2,250.00
TOTAL	4,905,000.00	643,225.00

General Obligation Bond (2.0497%)- For Land Acquisition

Dated May 10, 2011 under GL Ch 44 Section 7(3) and a vote

of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

OUTSTANDING PRINCIPAL

\$793,000.00

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2011		11,478.38
5/1/2012	83,000.00	12,082.50
11/1/2012		10,837.50
5/1/2013	80,000.00	10,837.50
11/1/2013		9,637.50
5/1/2014	80,000.00	9,637.50
11/1/2014		8,437.50
5/1/2015	80,000.00	8,437.50
11/1/2015		7,237.50
5/1/2016	80,000.00	7,237.50
11/1/2016		6,037.50
5/1/2017	80,000.00	6,037.50
11/1/2017		4,837.50
5/1/2018	80,000.00	4,837.50
11/1/2018		3,637.50
5/1/2019	80,000.00	3,637.50
11/1/2019		2,437.50
5/1/2020	75,000.00	2,437.50
11/1/2020		1,218.75
5/1/2021	75,000.00	1,218.75
TOTAL	793,000.00	132,198.38

General Obligation Bond (1.710%)- For Computer Hardware and Software
Dated May 10, 2011 under GL Ch 44 Section 7(28) and 7(29) and a vote
of the Town passed on March 27, 2010 (Article 11) and March 29, 2010 (Question 1)

OUTSTANDING PRINCIPAL **\$725,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2011		10,390.63
5/1/2012	120,000.00	10,937.50
11/1/2012		9,137.50
5/1/2013	120,000.00	9,137.50
11/1/2013		7,337.50
5/1/2014	120,000.00	7,337.50
11/1/2014		5,537.50
5/1/2015	115,000.00	5,537.50
11/1/2015		3,812.50
5/1/2016	50,000.00	3,812.50
11/1/2016		3,062.50
5/1/2017	50,000.00	3,062.50
11/1/2017		2,312.50
5/1/2018	50,000.00	2,312.50
11/1/2018		1,562.50
5/1/2019	50,000.00	1,562.50
11/1/2019		812.50
5/1/2020	50,000.00	812.50
TOTAL	725,000.00	88,478.13

General Obligation Bond (3.886%)- For Town Hall Remodeling
Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote
of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

REMAINING REPAYMENT SCHEDULE (continued)

DUE DATE	PRINCIPAL DUE	INTEREST DUE
5/1/2037	205,000.00	22,421.88
11/1/2037		17,937.50
5/1/2038	205,000.00	17,937.50
11/1/2038		13,453.13
5/1/2039	205,000.00	13,453.13
11/1/2039		8,968.75
5/1/2040	205,000.00	8,968.75
11/1/2040		4,484.38
5/1/2041	205,000.00	4,484.38
TOTAL	5,800,000.00	3,739,990.66

Bond Anticipation Note (0.7940%) - For K-8 Feasibility Study
 Dated May 11, 2011, Payable May 11, 2012. This BAN is in anticipation of the sale of \$650,000 K-8 Feasibility Study Bonds authorized under GL Ch. 44, Section 7(21) and a vote of the Town passed on March 27, 2010 (Article 13) and March 29, 2010 (Question 3).

OUTSTANDING PRINCIPAL **\$650,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
5/11/2012	650,000.00	9,750.00
TOTAL	650,000.00	9,750.00

General Obligation Bond (3.886%)- For Town Hall Remodeling
 Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

OUTSTANDING PRINCIPAL **\$5,800,000.00**

REMAINING REPAYMENT SCHEDULE

DUE DATE	PRINCIPAL DUE	INTEREST DUE
11/1/2011		101,471.88
5/1/2012	120,000.00	106,812.50
11/1/2012		105,012.50
5/1/2013	120,000.00	105,012.50
11/1/2013		103,212.50
5/1/2014	120,000.00	103,212.50
11/1/2014		101,412.50
5/1/2015	125,000.00	101,412.50
11/1/2015		99,537.50
5/1/2016	130,000.00	99,537.50
11/1/2016		97,587.50
5/1/2017	210,000.00	97,587.50
11/1/2017		94,437.50
5/1/2018	210,000.00	94,437.50
11/1/2018		91,287.50
5/1/2019	210,000.00	91,287.50
11/1/2019		88,137.50

General Obligation Bond (3.886%)- For Town Hall Remodeling

Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote

of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

REMAINING REPAYMENT SCHEDULE (continued)

DUE DATE	PRINCIPAL DUE	INTEREST DUE
5/1/2020	210,000.00	88,137.50
11/1/2020		84,725.00
5/1/2021	210,000.00	84,725.00
11/1/2021		81,312.50
5/1/2022	210,000.00	81,312.50
11/1/2022		78,162.50
5/1/2023	210,000.00	78,162.50
11/1/2023		75,012.50
5/1/2024	210,000.00	75,012.50
11/1/2024		71,600.00
5/1/2025	210,000.00	71,600.00
11/1/2025		67,925.00
5/1/2026	210,000.00	67,925.00
11/1/2026		64,250.00
5/1/2027	210,000.00	64,250.00
11/1/2027		60,312.50
5/1/2028	210,000.00	60,312.50
11/1/2028		56,375.00
5/1/2029	205,000.00	56,375.00
11/1/2029		52,275.00
5/1/2030	205,000.00	52,275.00
11/1/2030		48,175.00
5/1/2031	205,000.00	48,175.00
11/1/2031		44,075.00
5/1/2032	205,000.00	44,075.00
11/1/2032		39,975.00
5/1/2033	205,000.00	39,975.00
11/1/2033		35,618.75
5/1/2034	205,000.00	35,618.75
11/1/2034		31,262.50
5/1/2035	205,000.00	31,262.50
11/1/2035		26,906.25
5/1/2036	205,000.00	26,906.25
11/1/2036		22,421.88

General Obligation Bond (3.886%)- For Town Hall Remodeling
Dated May 10, 2011 under GL Ch 44 Section 7(3A) and a vote
of the Town passed on March 26, 2011 (Article 9) and March 28, 2011 (Question 1)

REMAINING REPAYMENT SCHEDULE (continued)			
	DUE DATE	PRINCIPAL DUE	INTEREST DUE
	5/1/2037	205,000.00	22,421.88
	11/1/2037		17,937.50
	5/1/2038	205,000.00	17,937.50
	11/1/2038		13,453.13
	5/1/2039	205,000.00	13,453.13
	11/1/2039		8,968.75
	5/1/2040	205,000.00	8,968.75
	11/1/2040		4,484.38
	5/1/2041	205,000.00	4,484.38
TOTAL		5,800,000.00	3,739,990.66

COMMISSIONERS OF TRUST FUNDS

Douglas Harding
Paul Fitzgerald
Mary Day, Treasurer
Donald Collins Chairman

The Town of Lincoln's Trust funds earned high rates of return for the fiscal year ended June 30, 2011 as the economy and the investment markets continued to recover from the recession. It has been a volatile period however as confidence in the health of the economy remains fragile and security prices react quickly to short term events.

Debt markets produced another year of strong returns as interest rates continued their secular decline to the lowest levels in generations. Our strategy is to keep bond maturities short and investment quality high. We believe this conservative approach is consistent with the investment objectives of the Town's Trust Funds. We expect bond returns in the future will be lower then they have been in the recent past given the current low level of interest rates.

The equity portfolio is well diversified across many factors. Despite our efforts to manage risk we expect equity returns will be more volatile than those produced by the bond portfolio but that satisfactory returns will be achieved over the time horizon of the Town's investment objectives. That certainly has been the case the past few years as equity returns have been well above average. While stock prices have experienced a considerable increase in recent years, stock valuations still appear modest by most historic measures. Should the economic recovery continue, we expect that equities will produce positive returns although at a lower rate than in the past year.

TRUST FUND COMMISSIONERS REPORT – 2011

	6/30/2010			6/30/2011	
	BALANCE	REVENUE	EXPENSES	BALANCE	PRINCIPAL*
Library Funds					
Katherine S. Bolt Fund	\$ 2.20	\$ 0.41		\$ 2.61	\$ -
John W. & Eleanor Tarbell Carman Fund	45,357.46	7,875.03		53,232.49	30,652.50
Codman Fund	1,170.90	203.28		1,374.18	1,000.00
Virginia S. Dillman Fund	6,326.22	1,098.35		7,424.57	5,000.00
Mary Jane & Murray P. Farnsworth Fund	1,056.45	183.45		1,239.90	1,000.00
Alice D. Hart & Olive B. Floyd Fund	1,143.22	198.49		1,341.71	1,000.00
Gleason Fund	33,183.98	5,612.69	1,731.00	37,065.67	30,000.00
Herschbach Fund	6,863.62	1,191.69		8,055.31	5,025.00
Lucretia J. Hoover Fund	2,736.09	475.03		3,211.12	2,206.26
Lincoln Library Fund	1,096.75	190.40		1,287.15	1,000.00
Dorothy Moore Fund	7,602.80	1,320.02		8,922.82	5,000.00
John H. Pierce Fund	893.49	155.12		1,048.61	869.21
George Russell Fund	1,278.19	221.93		1,500.12	1,000.00
Edith Winter Sperber Fund	0.01	-	-	0.01	-
Abbie J. Stearns Fund	2,279.87	1,391.38	274.95	3,396.30	1,225.05
Joseph & Henri-Ann Sussman Fund	10,643.70	1,847.95		12,491.65	9,400.00
George G. Tarbell Fund	6,032.34	1,047.34		7,079.68	4,000.00
George C. & Eleanor F. Tarbell Fund	12,319.48	2,138.94		14,458.42	11,875.62
West Abrashkin Fund	1,160.72	201.48		1,362.20	1,000.00
C. Edgar & Elizabeth S. Wheeler Fund	1,492.48	259.14		1,751.62	1,000.00
Library Funds - TOTAL	\$ 142,639.97	\$ 25,612.12	\$ 2,005.95	\$ 166,246.14	\$ 112,253.64
Miscellaneous Funds					
Bemis Lecture Fund	\$ 26,975.35	\$ 4,353.12	\$ 4,382.60	\$ 26,945.87	\$ 24,993.39
Betty Bjork Prof Dev Fund	17,070.34	4,266.68		21,337.02	18,705.00
Alfred Callahan Fund	3,194.91	554.70		3,749.61	3,015.93
Codman Scholarship Fund	149,581.58	25,216.78	10,000.00	164,798.36	145,500.00
DeCordova School Equipment Fund	30,779.10	8,924.56	3,580.65	36,123.01	32,541.67
Donald Gordon Recreation Fund	10,654.88	1,849.93		12,504.81	5,256.07
Joseph Brooks Grammar School Fund	1,504.60	261.22		1,765.82	1,217.27
Lawrence H. Green Fund	3,782.44	656.71		4,439.15	1,307.65
Norman Hapgood Fund	286.84	49.81		336.65	286.17
Christine Patterson Fund	11,368.76	2,334.16	360.28	13,342.64	11,425.05
John H. Pierce Legacy Fund	170,845.56	29,645.13	2,843.98	197,646.71	115,000.00
Jane Hamilton Poor Scholarship Fund	6,580.19	1,142.48		7,722.67	1,235.00
Lincoln Scholarship Fund	251,235.13	48,546.21	17,293.19	282,488.15	186,013.50
Abbie J. Stearns Fund for the Silent Poor	2,283.41	461.44		2,744.85	1,500.00
John Todd Fund	37,050.58	6,344.94	1,103.26	42,292.26	30,000.00
Tricentennial Fund	6,758.19	1,173.37		7,931.56	6,912.15
Miscellaneous Funds - TOTAL	\$ 729,951.86	\$ 135,781.24	\$ 39,563.96	\$ 826,169.14	\$ 584,908.85
Special Funds					
Cemetery Perpetual Care Fund	\$ 200,515.66	\$ 37,608.30	\$ 6,420.00	\$ 231,703.96	\$ 155,180.45
Conservation Fund	76,867.23	13,791.75	588.00	90,070.98	466.00
Special Funds - TOTAL	277,382.89	51,400.05	7,008.00	321,774.94	155,646.45
All Funds - TOTAL	\$1,149,974.72	\$ 212,793.41	\$ 48,577.91	\$1,314,190.22	\$ 852,808.94

*NOTE: Principal represents the portion of the Fund Balance which cannot be spent.

BOARD OF ASSESSORS

Ellen Meadors
Edward Morgan
John G. Robinson, Chair

Staff – Our Administrator, Patrice Brennan is the helpful person most people see in the Assessors' office. To provide additional assessing services we have a contract with Regional Resources Group, Inc. George Bourgault, an employee of RRG, is in the office two days a week and Harald Scheid, President of RRG, is in the office two mornings a week.

Housing Values – Sales in calendar year 2010 (the basis for the FY 2012 values) showed that prices fell about 3 percent on average from the previous year.

Split Tax Rate – As in the past several years, the Selectmen approved a split tax rate that increases the proportion of taxes paid by the owners of commercial properties. For fiscal year 2012, the tax rate was set at \$13.81 per \$1,000 for residential property and at \$18.17 per \$1,000 for non-residential property.

Property Tax Deferrals and Exemptions – Lincoln's property tax deferral program allows seniors 60 years or older with income below \$60,000 to defer all or part of their annual property taxes. Deferred property taxes and interest at 4% are repaid to the Town when the owner dies or sells the home. Seven property owners took advantage of the property tax deferral in fiscal year 2011. Please call the office at any time of the year to receive an application or consult with office staff about the various exemption and deferral programs.

Re-inspections – Each year the Assessors conduct re-inspections of about one-fifth of Lincoln properties. The re-inspection consists of measurement of the outside of the house and a quick walk-through of the inside to verify that the data on the Property Record Card is correct. This process helps keep valuations accurate and up to date. You will receive notification in the mail if your property is planned for re-inspection.

Assessments – A list of fiscal year 2012 assessed values is available on the Town website at <http://www.lincolntown.org/depts/boa.htm> or by calling our office at 781-259-2611.

In addition, Property Record Cards are available online on the Town GIS website at www.caigisonline.com/LincolnMA. Please review your Property Record Card and let us know if you find any inaccuracies.

**Board of Assessors
Recap of Fiscal Year 2012**

Valuation

Taxable Real Estate	\$1,742,745,740
Personal Property	27,382,320
Exempt Property	399,539,344
TOTAL	\$2,169,667,404

Appropriations and Assessments

Town Appropriations	\$34,068,717.59	
State and County Charges	202,202.00	
Overlay	100,396.90	
Other Amounts to be Raised	255,882.15	
TOTAL		\$34,627,198.64

Estimated

Receipts

Property Tax Revenues	\$24,742,544.83	
Cherry Sheet Receipts	\$1,589,481.00	
Local Estimated Receipts	2,175,836.58	
Enterprise Funds - Water Dept.	1,072,640.58	
Community Preservation Funds	2,506,923.65	
Free Cash	2,460,772.00	
Other Available Funds	79,000.00	
TOTAL		\$34,627,198.64

Property Tax Valuations and Revenues

	Valuation	Tax Rate/\$1,000	Levy
Residential	1,701,991,286	13.81	23,504,499.66
Commercial	38,113,095	18.17	692,514.94
Industrial	2,641,356	18.17	47,993.44
Personal			
Property	27,382,320	18.17	497,536.75
TOTAL			24,742,544.78

Number of Parcels

Real Estate	2,183
Personal	
Property	39
Exempt Property	518

CAPITAL PLANNING COMMITTEE

Al Schmertzler, Chair, School Committee Representative
Peter Braun, Selectmen Representative
Sanj Kharbanda, Finance Committee Representative
Jim Henderson, Conservation Commission Representative
Jacquelin Apsler, Library Trustee Representative
Andy Beard, At-Large Member
Ralph Derbyshire, At-Large Member
Anita Scheipers, Assistant Town Administrator – Non-Voting Ex-officio Member

The Capital Planning Committee was created over a decade ago by the Finance Committee and the Moderator. The Committee is an advisory body whose role is to study proposed capital requests, such as for equipment and construction, that would require one-time expenditures of at least \$15,000 and would have an anticipated useful life of at least five years. The Committee membership includes representatives from several of the major Town boards, as well as two “At-Large” members appointed by the Moderator. The Committee has historically primarily focused on making recommendations to the Town Meeting regarding the annual “cash-capital” appropriations, in accordance with the Finance Committee’s guidelines. In addition, the Committee reviews and makes recommendations to the Town Meeting regarding the Town boards’ annual requests for maintenance expenditures, in accordance with the Finance Committee’s guidelines.

As in prior years, this year the Capital Planning Committee received requests for capital and maintenance expenses which greatly exceeded the Finance Committee’s guidelines. As it has in prior years, the Committee has carefully reviewed and prioritized the requests, and the Committee’s recommendations will be presented at the Town Meeting. Although it will not be the case this year, in prior years the Committee has sometimes recommended that certain capital expenditures that appeared to have a high priority but could not be accommodated within the “cash-capital” budget guideline be funded through a debt exclusion or one-time capital exclusion.

In addition to the review of FY13 capital and maintenance requests, the Committee has begun the task of creating a 25-year planning model which is being called a Capital Plan. This process has been enhanced by the hiring of the Town’s first Facilities Manager and has initially involved developing a capital-asset list for each department or spending category as a means for estimating future asset replacement cost and timing. It is anticipated that the next step will be to obtain Town boards’ estimates of other potential capital projects. The Committee anticipates that development and refinement of the Capital Plan will require time, effort, and input from many parties, but the Committee looks forward to the Capital Plan becoming a helpful tool for the Town to understand the financial implications of capital expenditures and make more informed decisions.

The Committee has been involved in discussions with the Selectmen and Finance Committee regarding formalizing and refining the Committee's role, responsibilities, and composition in the form of a By-Law that would be presented by the Selectmen for approval at the Town Meeting.

The Committee has also worked to establish liaison relationships with two other Town entities that are concerned with capital expenditures, the Community Preservation Committee and the Water Commission, and the Committee is encouraged by the results of these efforts to date.

COMMUNITY PRESERVATION COMMITTEE - 2011

Peter Braun (resigned March 2011)
Craig Donaldson
Chris Fasciano
Renel Fredriksen
Lucretia Giese
Peyton Marshall (appointed April 2011)
Bill Stason, Chair
John Valpey
Peter von Mertens
Bryce Wolf

The mandate of the Community Preservation Committee is to study the needs of the Town in four areas of community interest: open space, preservation of historic structures, community housing (defined as low and moderate income housing), and recreation. It solicits inputs from a broad range of other town boards and committees and makes recommendations to the Town for expenditures in these areas.

The goals of the Community Preservation Act (CPA) coincide closely with Lincoln's Vision Statement: open space, historical legacy, economic diversity, and citizens' convenience. Acquiring open land that comes onto the market, preserving our numerous historical structures, providing affordable housing, and ensuring adequate recreation facilities are each priorities. To sustain Lincoln's vision, the CPC meets with town boards and organizations to develop a comprehensive understanding of the town's present and future needs, priorities, and objectives in these areas. The committee evaluates funding proposals in light of the Town's needs and priorities.

At Town Meeting in March, 2011, the CPC proposed and the Town approved the following CPA fund appropriations:

Town Offices renovation	\$1,000,000
Purchase 55 acres off Route 2 to preserve as open space	\$ 100,000
Renewal of funds for the purchase of affordable housing units by the Affordable Housing Trust	\$ 688,000
Preservation of affordable housing units	\$ 60,000
Update of Housing Plan	\$ 20,000
Improve accessibility of the Bemis Hall entrance	\$ 40,000
Monument restorations in Arbor Vitae Cemetery	\$ 38,000

Inventory historically significant properties	\$ 15,000
Restoration of historic documents in the Library's Archives	\$ 9,340
CPC administrative expenses	\$ 3,000
FY12 debt service for previously approved projects	\$ 127,687.50
TOTAL	\$2,101,027.50

The table below summarizes total appropriations and expenditures by the Town for projects funded using CPA funds from 2003 through 2012.

Town of Lincoln CPA Appropriations & Project Status					
		Appropriation	Paid to Date	Balance	Status of Project
Battle Rd Farm Unit		150,000	150,000	-	Complete
Bemis Hall roof replacement		150,000	131,743	18,257	In progress
Codman Barn A restoration		112,000	90,153	21,847	In progress
Construction of archival vault at the Library		489,097	489,097	-	Complete
Consultant to update Consolidated Housing Plan		32,000	-	32,000	In progress
Control invasive species on conservation land		51,300	51,280	20	Complete
Funding of Affordable Housing Trust		3,849,500	3,849,500	-	Complete
Funding of Conservation Fund		225,585	225,585	-	Complete
Historic records archive and preservation		28,485	19,145	9,340	In progress
Historic Town buildings needs assessment		160,000	150,980	9,020	In progress
Inventory of Historic properties		38,250	15,000	23,250	In progress
Model historic preservation restriction easement		5,000	5,000	-	Complete
Pierce House Repairs		316,800	277,069	39,731	In progress
Purchase of conservation land		1,100,000	1,000,000	100,000	In progress
<i>Harrington Row property</i>	<i>350,000</i>				
<i>Booth property</i>	<i>250,000</i>				
<i>MacDowell property</i>	<i>400,000</i>				
<i>DeNormandie proerty (Rt 2 parcel)</i>	<i>100,000</i>				
Repairs & Improvements to Lincoln Library		970,750	636,679	334,071	In progress
Repairs to historic cemetery monument		42,300	4,300	38,000	In progress
Sunnyside Lane		792,500	792,500	-	Complete
Tot-lot at Codman Pool		50,000	45,191	4,809	In progress
Update of Library's fire suppression system		117,542	109,408	8,134	In progress
Town Office Renovation		1,000,000		1,000,000	In progress
Bemis Hall Entrance		40,000		40,000	In progress
Admin Expenses		20,000	15,000	5,000	In progress
Fund debt service on borrowing for CPC project		654,056	531,339	122,716	In progress
GRAND TOTAL		10,395,165	8,588,969	1,806,195	

CPA funding has helped create affordable housing, purchase conservation land, and preserve key historic properties. Funded projects have been determined by the committee and other town boards to be necessary or advisable. They have been funded by a 3% surcharge on our property taxes, which was supplemented by a 100% state match until 2008. Since this time, the match has fallen to 80%,

45%, and 35% in subsequent years. This year, the first round match was 27.2%, with subsequent rounds two and three to follow. A proposal currently before the state legislature (SB 90) would stabilize the match at 75%, if it is passed.

Even at the current level of matching, however, savings to the Town are substantial in purchasing key parcels of open space for conservation, preserving the town's historic buildings including Town Hall, Bemis Hall, the Library, the Pierce House, and the Codman Community Farms, and increasing the availability of affordable housing. As long as the state match continues, the Town will be able to undertake these projects at a reduced cost.

The committee is now reviewing proposals for funding to be considered at the 2013 Town Meeting. In evaluating proposals, it is considering the following factors:

- consistency with Lincoln's vision, its housing, open space and recreation plans, and other planning documents that have received town-wide review and input;
- whether the project has the support of relevant town committees or organizations (e.g. Conservation Commission, Recreation Committee, Historic Commission, Housing Commission, etc.);
- the extent to which the project helps to preserve threatened resources or town-owned assets;
- the extent to which the project serves multiple needs and populations or a population that is currently underserved;
- whether the project can realistically be accomplished within the proposed time frame and budget;
- the impact of a delay in initiating this project; and
- the breadth of support for the project as indicated by additional fundraising through grants or private donations.

We welcome community inputs during all stages of our process – requesting, examining, and reaching decisions on the proposals received.

OGDEN CODMAN TRUST -2011 ANNUAL REPORT

Trustees: William B. Tyler
Walter G. Van Dorn, Esq.
Daniel W. Fawcett

Grants Coordinator: Susan T. Monahan

The Ogden Codman Trust was created under the will of Dorothy S. F. M. Codman. Grants are geographically restricted to organizations and activities located within the Town of Lincoln and which primarily serve residents of the Town.

In 2011 the Codman Trust made the following grants:

- Town of Lincoln - \$51,700:
To support the installation of a new liner and cover for the Codman Pool
- Lincoln School Foundation - \$10,000
To provide challenge for major donor fundraising
- Lincoln Parent-Teacher Association - \$5,000
For K-8 Arts and Enrichment Programming
- Lovelane Special Needs Horseback Riding - \$3,500
To support tuition subsidies for Lincoln families
- Codman Community Farm - \$24,000
To support the purchase and repair of equipment and to fund improvements to animal shelters
- Historic New England - \$25,000
To support exterior renovations to the carriage house function facility at the Grange (Codman residence), and for surrounding tree and landscape improvements
- Town of Lincoln/Dorothy S.F.M. Codman Scholarship Fund - \$25,000
To support scholarships in year ten of the Codman Scholarship Program
- Lincoln Extended Activities Program- \$15,000
For Tuition assistance

Additional information about the Codman Trust, including its grant guidelines, can be found at www.codmantrust.org, or by contacting our grants coordinator, Susan Monahan at 617-951-1108.

William B. Tyler
Trustee

INFORMATION TECHNOLOGY

Chuck Miller – Director

As this report is being written in January 2012, I would like to review the progress that has been made in FY2012 to date in the area of information technology.

The emphasis of the Information Technology Department continues to be to provide the user community that is primarily the Town Employees, with the technology resources they require to excel in their jobs. We strive to introduce technology for a purpose, not simply for the sake of technology itself.

Strategic Plan Implementation

As mentioned in last year's report, we were advised by our consultants to upgrade our aged computing infrastructure. Over the past year we have replaced all the municipal servers. Most servers are virtual servers, thus permitting the greatest degree of flexibility in deployment and utilization of computing resources. Server operating systems have been upgraded to Window Server 2008, unless prohibited from doing so by applications developers.

All network electronics have been upgraded, including data switches, firewalls and security appliances. PCs have now been replaced* throughout Town Offices, Public Safety, Library, Bemis Hall, DPW and Water Department. All PC's are virtual computers, permitting desktops to be customized and deployed on a departmental or functional level. By so doing, we have helped standardize the user computing environment and we have streamlined the effort required to sustain and maintain the desktop systems. All PC's* are running Windows 7 and Office 2003.

Another initiative that required a great deal of time and effort was the relocation of all Town Office staff from the old school building to four separate locations in anticipation of the upcoming building renovation. This required a redesign of the network infrastructure and considerable amount of coordination between various network vendors, utility providers, tradesmen, as well as facilities and IT resources at the school campus on Ballfield Road. This was completed just before the Christmas break.

Over the upcoming months, as everyone settles into their new temporary offices, IT efforts will shift to database consolidation, disaster recovery/business continuity, and the most exciting project – a total redesign of the town website. We look forward to another exciting year serving staff and citizens in this arena.

**there are several random Windows XP PCs still in use where certain applications will not function properly in a Windows 7 64-bit operating system*

PUBLIC SAFETY

POLICE DEPARTMENT

Chief: Kevin A. Mooney

Lieutenant: A. Kevin Kennedy

Sergeants: Sean Kennedy
Richard McCarty
Paul Westlund

Detective: Jon Wentworth

Admin. Assistant: Catherine Dubeshter

Officers: William Carlo
Robert Gallo
Laura Stewart
Anthony Moran
David Regan
Robert Surette
Ian Spencer

Dispatchers: Ryan Farrell
Michael Keough
Daniel Kingan
James MacDonald
Katelyn Pohlman

In 2011, there were two (2) personnel changes within the department. In April, Dispatcher Christopher Boudreau left the department to take a position as a full time police officer with the Newton Police Department. As a result, Dispatcher Daniel Kingan was hired to replace Dispatcher Boudreau. In July, Dispatcher Michael Ott left the department to take a position as a full time firefighter with the Lincoln Fire Department. As a result, Dispatcher Katelyn Pohlman was hired to replace Dispatcher Ott.

TRAFFIC MONITORING PROGRAM: This year, the department completed its first year of the Traffic Monitoring Program which consists of deploying traffic counters at sixty-one (61) different locations throughout the town. These counters collect data from each designated location over a period of seven (7) consecutive days. This has allowed the department to evaluate the data collected from each location in order to assist with traffic enforcement and traffic patterns.

DARE PROGRAM: This year, the department continued to provide instruction of the D.A.R.E. (Drug Abuse Resistance Education) Program at both the Lincoln and Hanscom Middle Schools. The program is ten (10) weeks and is taught to the fifth (5th) grade students. The curriculum focuses on the harmful effects of substances abuse, peer pressure, conflict resolution, and decision making.

AWARDS: In November, Officer Robert Gallo (Safety Officer) received an award on behalf of the department from AAA in recognition that there has not been a pedestrian fatality in the Town for over thirty-five (35) years. Additionally, the department also received a Bronze Award from AAA for our traffic safety and education program.

TRAINING: All members of the Department received forty (40) hours of In-Service Training. Additionally, selected officers received specialized training in the areas of: juvenile law, criminal law, crime scene investigations, search warrants, school safety, firearms, and management.

GRANTS

Governor's Highway Safety: The department received funds for such initiatives as "Click it or Ticket" "Aggressive Driving" and "Drink Drive You Loose." By under taking this initiative, the department was able to increase its overall traffic enforcement.

Statewide Emergency Telecommunication Board: The E-911 Communications Department received funding which allowed all members of the department (Communication & Police) to receive specialized training in such areas as: Domestic Violence Call Taking, Dispatch Legal Issues, and Emergency/Non-Emergency Call taking.

Statewide Emergency Telecommunications Board: The department received a grant from the State E-911 to train personnel in becoming certified Emergency Medical Dispatchers as well as to purchase the necessary Emergency Medical Dispatch program. The Emergency Medical Dispatch program will be implemented before July 1, 2012.

Statewide Emergency Telecommunications Board: The department was one (1) of eight (8) towns that received a grant from the Massachusetts State E-911 Department to conduct a feasibility study on a regional dispatch center. At this time, there appears to be a consensus among the towns that there is little incentive to create a regional dispatch center. That being said, the department continues to maintain open lines of communication with area departments on this issue should state mandates be implemented.

PROTECTION OF PERSONS & PROPERTY

The following is a summary of some of the activity by the Lincoln Police Department for the 2011 calendar year.

Calls for Service	8,575
Crimes against Person	105
Crimes against Property	107
Arrests	69
Criminal Complaints	132
Traffic Stops	2,261
Traffic Citations	1,807
Operating Under the Influence	20
Accident Investigations	76

Kevin A. Mooney, Chief

FIRE DEPARTMENT

Chief: Arthur Cotoni

The Lincoln Fire Department strives to achieve absolute confidence from the community by providing residents and neighboring communities with professional medical emergency support and fire suppression dependability.

Throughout the past year this Department has experienced a large housing complex built "The Groves" a new Brush Truck fully equipped a the promotion of a part-time firefighter to fulltime position, LEPC "Local Emergency Preparedness Community" meetings, a bi-annual voluntary physical fitness evaluation program, a Grant awarded for the S.A.F.E. "Student Awareness of Fire Education" Program and the acknowledgement that Lincoln Fire Department has been ranked number one on Emergency Medical Services on a National survey.

The Groves is a multi-building complex or "community" that offers assisted living resources in the main building which is three levels can house more the 150 people, contains its own Café, Movie Theater, Beauty Salon, Library, Pool and 24/7 Staff lodging. In addition to the main building there are twelve grouped buildings that consist of apartments, and individual town houses adding another potential 150 individuals.

Car 2 is a new 2012 Ford F-350 4x4, completely Equipped with slide in water tank which carries 300 gallon of water one inch booster line ,pro pack foam, all types of hand tools and supply hoses for fighting brush fires.

Lincoln Fire Department is pleased to announce the promotion of Mike Ott from Pre deem to a fulltime firefighters position.

With coordinated efforts from firefighters and residents the Local Emergency Preparedness Committee or "LEPC" has been progressing with attendance and participation from residents. Together the committee has created and implemented an emergency plan of action to safeguard the community in the event of a natural disaster or terrorist attack.

Physical fitness is a major part of firefighters and most members are active and take full advantage of the greatly appreciated donated gym equipment. A physical fitness program or "Physical Aptitude Test" has been created and is being performed by personnel twice a year to maintain physical fitness.

Achieved GRANTS this year would include the State funded S.A.F.E. Program "Student Awareness of Fire Education." This funds all public, private, and pre-school curriculums, as well as the community program which includes adults 65 and older.

An independent Medical Emergency Service survey team conducts an assessment on patient treatment through a voluntary questioner. Over forty different communities nationwide have been selected and participate. Lincoln has been ranked number 1 for third year in a row.

On behalf of the Lincoln Fire Department, I would like to thank all the Lincoln residents, organizations, and societies for your much appreciated support and valued donations. I would like to recognize the town departments, boards, and committees for the encouragement and cooperation over the past year. The foundation for the department has strengthened because of the dependability on the town and community supporting our efforts to safeguard the community.

At this time I would like to acknowledge the positive enthusiasm and proficient abilities preformed from the fire officers and firefighters during their continued dedication to the department and the town.

The Biggest change for the Fire Department is the Retirement of Chief Cotoni after 46 years of service. His last day is December 31, 2011. His successor will be Chief Steve Carter, Chief Carter was the head of the paramedics at Emerson hospital and then became Chief of the Littleton Fire Department 6 years ago and will be taking over as the New Lincoln Chief.

Arthur Cotoni, Fire Chief

DEPARTMENT:

FIRE CHIEF

Arthur Cotoni	2011
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LIEUTENANT

Frank Gray	2011
Scott Christensen	2011
Mark Mola	2011
Ben Juhola	2011

FIREFIGHTERS

Joseph Cavanaugh	2011	William Whalen	2011
Richard Russes	2011	Timothy Neufell	2011
Gary Longo	2011	Brian Young	2011
Mark Mola	2011	William D. MacDonald	2011
Mike O'Donnell	2011	David Appleton	2011

CALL FIREFIGHTERS

David Whalen	2011
Charles Hopkins	2011
Caleb Hagerty	2011
John Mitchell	2011
Edward Morrisey	2011
Thomas Fitzgerald	2011
Johnathan Ayotte	2011
Ryan Patrician	2011
Andrew Rokes	2011
Danny Martins	2011

Total calls for service (Fire and EMS): 1494

Fire related activities:

Fires:	<u>60</u>
Building:	17
Cooking:	33
Chimney:	4
Vehicles:	3
Woodland:	3

Estimated dollar loss: \$1,000,000

Hazardous conditions: 63

This consists of : Electrical wiring problems, chemical or other materials spilled, Natural gas leaks, carbon monoxide incidents.

Service Calls: 72

These calls request assistance involving: Car lockouts, animal problems/rescues, public assistance.

Good intent calls: 230

These incidents include: Odor of smoke (no fire), smoke or odor removal, dispatched and canceled en-route, and special type of incident, inspections and (assist Police).

False Alarms: 262

Unintentional alarms sounding, alarm system malfunction, detector failure.

Lightning Strikes / Severe weather: 41

Emergency Medical services: 409

Patients transported: 357

BUILDING DEPARTMENT

Richard Colantuoni, Building Commissioner
Robert Norton, Wiring Inspector
John Bolli, Assistant Wiring Inspector
Russell Dixon, Jr., Plumbing & Gas Inspector
George Dixon, Assistant Plumbing & Gas Inspector
Gregory Kirkland, Custodian
Earl D. Midgley, Building Maintenance Manager
Michael Haines, Building Maintenance Manager
Elaine M. Carroll, Administrative Assistant

On July 1 of this year, Earl Midgley retired as Building Maintenance Manager and was replaced by Michael Haines of the School Department. Again, we want to thank him for his many years of service to the Town. On Feb. 3 of this year the roof at Donelan's Supermarket collapsed from accumulated snow. The building is now reconstructed and waiting for an old or new tenant to fill the void. We also had several large houses under construction along with the usual additions and renovations, which have kept all the inspectors busy.

Values as submitted by applicants in 2011:

Building (Residential and Commercial)	\$15,676,151.00
Plumbing (Residential and Commercial)	941,671.00
Electrical (Residential and Commercial)	919,324.00

Building permits issued in 2011:

New Residential	6
Foundations	5
Additions and Remodeling	140
Garages and barns	7
Sheds	5
Decks and porches	14
Steel Metal Permits	4
Demolitions (house)	4
Demolitions (accessory structures)	1
Swimming Pools	6
Re-roofing	44
Tents (temporary)	52
Wood Burning Stoves	11
Fences	2
Cell Tower – addition to existing	7
Solar Panels	3
Tennis Court/Sport Court	1
Temporary trailers	2
Accessory Apartment	2
Renovations to Pod A, B & Hartwell rear	1

Demolition of Donelan's	1
Re-construction of Mall space	1

Building permits issued	31
Plumbing permits issued	270
Electrical permits issued	230

Permit Fees Collected in 2011 – Residential and Commercial

Building	\$158,671.00
Plumbing	20,527.00
Electrical	34,215.00
Re-certification Fees	<u>360.00</u>
Total	\$204,978.00

SEALER OF WEIGHTS AND MEASURES

Courtney Atkinson

The Sealer of Weights and Measures for the Town of Lincoln is Courtney Atkinson, retired Building Inspector for the Town of Weston.

In 2011, Mr. Atkinson inspected 3 service stations, 1 restaurant (Whistle Stop) in Town as required by the Commonwealth of Massachusetts.

Service Stations	3
Supermarkets	0
Restaurant	1

Sealing fees collected	\$524.00
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Any questions regarding weights and measures for the Town of Lincoln should still be directed to the Office of the Building Inspector, Telephone No. 781 – 259-2613.

HUMAN SERVICES

BOARD OF HEALTH

Herbert Haessler, M.D.

Arnold Weinberg, M.D.

Frederick L. Mansfield, M.D., Chair

Dr. Herbert Haessler was elected in March of this year to a one year term to finish out the last year of Diane Haessler's three-year term and we welcome him on board.

The Board of Health meets the first Wednesday of each month at 7:30 p.m., and all meetings are open to the public. Citizens wishing to be placed on the agenda should contact the Board of Health Office at least ten days before the scheduled meeting date.

The Board's office manager is Elaine Carroll, who is also the Administrative Assistant for the Building Department. Inspectional services are provided through an inter-municipal agreement with the Town of Concord.

The Board of Health is responsible for a variety of issues related to water protection, solid and hazardous waste disposal, communicable diseases, and public health hazards in the environment. The Board is charged with overseeing the onsite wastewater (septic) system program; enforcing the State Sanitary Code for food establishments; summer camps, swimming pools, beaches, private water wells, overseeing mosquito control programs; supporting mental health services for Lincoln residents through Eliot Community Human Services; organizing a flu vaccination clinic each autumn; and works closely with the Town appointed dog officer. Because of a State cutback in funds along with conditions placed on who would get the limited supply of vaccine, the Board of Health did not run a flu vaccination clinic this year.

PERMIT ACTIVITY

In 2011, the Board of Health issued: 41 permits to construct/alter onsite wastewater (septic) systems, 4 Recreational Camp permits, 1 pool, and 20 Food Establishment Permits, 14 catering permits and 12 temporary events permits. This year, agents of the Board of Health witnessed over 25 deep test holes and percolation tests for the siting of onsite wastewater (septic) systems.

HEARINGS

The Board voted to grant 14 variances to local septic regulations this year during its regular meetings.

OTHER ACTIVITIES

Communicable disease control:
All communicable disease reports are forwarded to Maureen Richichi, the School and Town Nurse, for review. Case reports investigated for the Board of Health since 2009 are summarized in the attached table.

Animal census: The table below lists the population of farm animals since 2004.

Disease Reports	2009	2010	2011
Lyme Disease	31	29	25
Enterovirus	1	2	0
Campylobacter	1	4	3
Salmonella	1	1	0
Cryptosporidium	0	0	0
Giardia	0	1	3
Babesiosis	1	0	1
Granulocytic Anaplasmosis	5	1	1
Hepatitis C (chronic)	0	1	1
Tuberculosis, latent	0	1	0
Pertussis	0	0	0
Dengue Fever	0	1	0
Vibrio	1	0	0
Streptococcal Pneumoniae	0	0	1
Influenza	0	0	1

Type	2004	2005	2006	2007	2008	2009	2010	2011
Cattle, dairy	11	2	7	9	6	9	7	5
Cattle, beef	59	59	46	49	76	41	48	54
Cattle, steer/oxen	6	2	0	0	11	13	8	1
Cattle, yearlings	0	35	29	7	0	32	15	9
Goats	26	16	13	18	24	25	21	24
Sheep	130	137	123	112	1126	84	100	88
Swine	15	11	16	16	15	15	16	23
Horses/Ponies	89	90	83	87	96	86	84	77
Llamas/Alpacas	2	2	4	4	5	4	4	7
Donkeys	0	1	3	3	3	1	1	1
Chickens	856	827	676	622	490	636	530	566
Turkeys	25	15	18	12	15	0	4	3
Waterfowl	54	49	72	54	60	33	31	18
Game Birds	10	11	0	0	10	9	12	0
Guinea Hens	0	8	0	4	9	0	10	0
Water Buffalo	0	0	0	0	0	1	1	1
Pigeons	0	0	0	0	0	9	6	10
Rabbits	0	21	16	26	20	2	6	5

HAZARDOUS WASTE COLLECTIONS:

This year 79 residents signed up to bring their hazardous waste to the facility in Lexington. The Town is one of eight towns that participate in the Minuteman Hazardous Waste Facility located on Hartwell Avenue in Lexington. The facility holds eight collection days a year beginning in April and ending in November.

DOG OFFICER 2011 REPORT

TOTAL # CALLS RECEIVED	TOTAL # DOGS IMPOUNDED	TOTAL # "UNCLAIMED" DOGS	TOTAL # BITE CALLS / STATE QUARANTINE ORDERS ISSUED	
JANUARY	31	4	2	2
FEBRUARY	11			
MARCH	22	2		
APRIL	41	2	1	
MAY	17	2		
JUNE	29	3		
JULY	11			
AUGUST	27	4		
SEPTEMBER	13	1		
OCTOBER	20	2	1	1
NOVEMBER	12	2	1	
DECEMBER	13	1		
TOTAL 2011	247	16	3	12
<i>COMPARISON ONLY</i>				
<i>"2010" TOTALS</i>	<i>198</i>	<i>13</i>	<i>0</i>	<i>7</i>

(*)UNCLAIMED DOG'S
ARE SURRENDERED TO
HUMANE SOCIETY, OR
ADOPTED OUT BY
ANIMAL CONTROL
OFFICE.

TOTAL # BARN
INSPECTIONS 37
COMPLETED

LINCOLN COUNCIL ON AGING

Margaret Boyer, Treasurer
Florence Caras
Crawley Cooper
Ben Horne, Vice-Chair
Valerie Lee, Recorder
Don Milan
Julia Pugh
Mary Sheldon
Robert Sutherland
Barbara Terrano
Dilla Tingley
Dorothy Taylor, Chair

Mission Statement: The Council on Aging strives to enrich the lives of Lincoln residents 60 years of age or older by providing ongoing activities and programs. Assistance is available for problem solving or finding services so that it is possible for our senior citizens to enjoy more years of independent living in their own homes. In addition, the Council on Aging is a resource to all Lincoln residents who request information to help their parents or other elderly relatives. It is the responsibility of the Council on Aging to: identify the total needs of Lincoln elders; enlist support and participation to meet these needs; and design, advocate for and/or implement services to fill these needs.

We focused again on space needs this year. We continue to make Bemis Hall as useable as possible. Our improved front entrance – including a landing, railing, and automatic door – is almost complete. We have also submitted a capital request for repaving of our parking lot and are exploring the possibility of enhanced parking lot lighting. At the same time, we have held a number of programs outside Bemis Hall this year, a practice with both advantages for outreach and disadvantages related to safety and community-building. We have looked to the future to ensure that we are able to provide programs and services to a growing number and diversity of elders by participating in the Community Center Feasibility Study Committee's work. This is especially important in light of the Metropolitan Area Planning Council's projection that by 2020 Lincoln will have almost 2100 seniors, a 25% increase from 2010.

2011 saw continued growth of the Council on Aging's programs and services to Lincoln's 1699 residents 60 and older and their caregivers.

- We have focused on adding new groups for people to socialize as well as meet others with similar interests. We now have ongoing French and Spanish conversation groups, a ukulele group, and a fabric crafts group.
- Our art and crafts classes have grown tremendously. We have added a new pastels class as well as more sessions of both our watercolor and pastels

classes due to demand. We have also had workshops on bookbinding, improv acting, candle-making, collage-making, and drawing for journals.

- We held a number of monthly programs for caregivers including information on services, issues of caregiving, and medical topics. We also presented a number of programs on emotional fitness. Our series on grandparenting was very successful.
- We have been pleased to offer a number of concerts, many with donated services, featuring classical, jazz, and choral music. One of these was presented through the Lincoln Cultural Council. We were also delighted to welcome student musicians from the Lincoln schools to present two concerts.
- We offered one-time presentations on a number of topics of importance to seniors, including emergency preparedness, medical topics like dementia and managing pain, Medicare and long term care insurance, legal issues such as the Homestead Act, Lincoln history, science and the humanities, and more. We also offered trips to many exciting locations including Tanglewood and the MIT Museum.

Realizing the need to serve those who are not able to come to Bemis Hall for assistance, we continued to add to our library of materials, including the formal launching of a project, funded by Cambridge Savings Foundation, to make and distribute videos of our projects, a significantly expanded resource guide, a new brochure on decluttering, and increased articles in the *Lincoln Journal*.

We were pleased to be able to contribute to two grant-funded initiatives to improve the health and wellbeing of seniors, vulnerable residents, and others. Through the Healthy Communities project, we worked with others to implement nursing wellness clinics for all ages at the Pierce House, Lincoln Woods, and the Food Supplement Program at St. Joseph's Church as well as supporting the Seniors and Vulnerable Residents Task Force. We also joined with other towns in a planning grant for public health nursing services that we anticipate will result in collaborative efforts in the future.

Lincoln experienced some unanticipated challenges that helped us develop cooperative relationships that will benefit our most vulnerable seniors and others in the future. First, after the collapse of Donelan's roof, we joined with a number of organizations in town to provide both volunteer rides and a weekly van to a supermarket for those who have no transportation and to publicize these services. Then, we worked with Public Safety during the two major storms to ensure the wellbeing of at-risk residents, create and distribute an emergency-preparedness tip sheet, and purchase emergency preparedness kits, funded by the Ogden Codman Trust, for those who lose power in future storms.

A special thanks goes to our almost 150 volunteers who contribute so much to our programs and services, the Friends of the Council on Aging who make possible much of our work, and the many businesses and organizations who contribute to the COA with collaborative programming and donations.

COMMISSION ON DISABILITIES

Deb Dorsey
Phyllis Mutschler
Jim Spindler
Anita Scheipers, *ex officio*
John Ritz, Chair

A disability may affect a person from birth or at any age. It may result from a genetic cause, an accident, illness, or aging (and ours is an aging population). It may be physical, sensory, communicative, emotional, or intellectual. It may be incapacitating or merely a hindrance. It affects the quality of life for the disabled individual, family and household members, friends, and caretakers. It is not shameful and should not be denied or concealed out of embarrassment. We are all subject to disablement and should try to provide the best resources to those who need help. One problem is that until a disability strikes close to home, we are unlikely to be aware of the limits it can impose. Another is people's self-consciousness and desire for privacy, even at cost to their quality of life.

The main purpose of the LCD is to provide assistance to Lincoln residents and town officials in dealing with disabling conditions. In the past, we have helped survey the town's public buildings and spaces to assure that they provide access to all, in accordance with ADA (Americans with Disabilities Act) and MAAB (Massachusetts Architectural Access Board) requirements. Improvements to Bemis Hall and the Library are sample outcomes. We have provided information to townspeople and helped with issues they have raised. The Commission has begun to research and provide advice on the growing topic of Universal Design, intended to fill the gaps in the current disability-related standards related to reduced function, such as common problems of aging.

This year saw the retirement of Robb Stuart-Vail and the addition of Phyllis Mutschler as commissioners. We have welcomed the continued support of the Council on Aging, whose director, Carolyn Bottum, has attended our meetings regularly; her input has been most valuable. Interested parties are highly encouraged to become involved, as membership is at a critically low level. Especially sought are individuals touched by disability, but anyone's help is appreciated, particularly from senior members of the community.

In 2011, Mr. Spindler represented the Commission on the Town Offices Study Committee and its successor, the Town Offices Building and Study Committee. Mr. Ritz represented the Commission on the Community Center Feasibility Study Committee.

PUBLIC WORKS

DEPARTMENT OF PUBLIC WORKS

2011 was yet another good year for the Lincoln Department of Public Works.

In 2011, a major milestone for the Department was finished. Phase 2 of the Town's road reconstruction project was completed including:

- Bedford Road (South)
- Lincoln Road
- Portions of South Great Road

Snow fall in January and February 2011 was exceptionally heavy. In fact, those two months produced record setting snow fall. It was an exhausting winter as the crews battled to keep the roads open and free from ice and snow. Toward the end of February the snow depth increased so much that the Department was at the physical limitations of its equipment. The Department's loader, as well as other hired loaders had to physically lift the snow from the roadsides.

The Department's municipal tractor continued to do a good job cleaning snow from sidewalks and pathways. In 2011, Public Works only used in-house staff for snow removal from sidewalks. Using in-house staff, reduces damage to the pathways and abutting properties.

Transitioning from the winter snow and ice control activities to the springtime work; the Department performed roadway and path maintenance through the months of April and May. This included street sweeping, pothole repair, and roadside path repair. Rehabilitation efforts on multiple paths continued, with the Phase 2 project including repairs to; Bedford Road, Lincoln Road, and South Great Road paved paths. During the spring the Department also continued the process of removing tons of built up sand on the roadway shoulders. This sand was built up over decades and is the result of our heavy reliance on sand for snow and ice control. The sand interferes with the roadway drainage and is a major contribution to pavement damage.

In 2011, The Department purchased a Leaf Vacuum Machine and a Wood Chipper with a winch. Both machines will add to the Departments efficiency.

This past summer, the Department fixed the elevation of numerous catchbasins, performed roadside vegetative maintenance, performed roadway striping, cut dead roadside trees, planted trees, and filled potholes. We also continued the rebuilding of the Town's historic stone walls. Many of these walls have fallen into disrepair.

The Public Works Department continued to use the municipal tractor to trim back overgrown roadside vegetation. By trimming back this vegetation the Town's

residents have a safer, more aesthetically pleasing roadway. The beautiful farmer's stone walls that we have been repairing can now be seen and enjoyed.

During the fall, the Department cleaned leaves and fixed damaged catch basins. The Department also continued with its roadside program, trimming approximately 5 miles of roadside.

During the course of the year, the Department was also tasked with the operation of the Town's Transfer Station, and maintenance and operation of the Town's cemeteries.

Looking ahead to 2012, the Department anticipates continuation of the trail and path maintenance program, roadside improvements including stonewall repair, continued improvements to the Transfer Station, improved leaf removal program, and continued development of the Public Works yard and materials handling.

The 2011 Lincoln Department of Public Works:

- Chris Bibbo – Superintendent
- Joe Hayward – Foreman
- David McKnight – Crew Chief
- Carol Withycombe – Administrative Secretary
- Danny Desmond
- Bob Maker
- Steve McDonald
- John Neri
- Gary White
- Ian Wilkins

CEMETERY COMMISSION

Manley Boyce
Jack Pugh
Susan Harding, Chairperson

Susan Brooks, Town Clerk and Agent for the Cemetery Commission

At last! The expansion area, for which funds were voted at the 2006 Annual Town Meeting from cemetery revenues, has been opened for sale of lots. The process has been long and involved, but the Commission has received great cooperation from other town bodies such as the Water Department, Conservation Commission, and Board of Health. Permits had to be secured and outside groups consulted as well since this area is in the Cambridge Reservoir watershed. Its graceful new roadway owes much to a plan developed by Angela Kearney of the Lincoln Conservation Commission. A sign now identifies roads by name at the entrance to the Lincoln Cemetery, and in future we will refer to this newest area as Juniper Way. It has been designed and surveyed with smaller families in mind: no more than two full lots or two half size lots for ashes per family. Full size lots can, of course, be used for multiple burials of cremated remains. To keep open the lovely views of the stone walls and the Flint and Wheeler Fields, only markers flush to the ground are allowed in this area.

The Commission wants to thank the Town for approving funds recommended by the Community Preservation Act and the Capital Planning Committees to allow us to hire cemetery preservationists to implement the first phase of our Master Plan for monument conservation, which is the Arbor Vitae Cemetery, one of our four cemeteries with great historic and artistic merit.

This year we created a caretaker position from cemetery funds that add extra manpower to the DPW to help keep up with maintenance responsibilities. This helps offset the DPW budget for the work it does for the Commission and lets someone "specialize" in the cemeteries.

There were 37 interments in 2011 and 15 lots were sold. The Commission thanks and relies upon Susan Brooks, our agent par excellence.

WATER COMMISSIONERS

Paul Giese
Ruth Ann Hendrickson
Andrew J. Cole, M.D., Chair
Gregory Woods, Superintendent

Lincoln's Water Management Act (WMA) permit was issued by the Massachusetts Department of Environmental Protection (DEP) in February, 2010. As part of the WMA's campaign to protect the water flow in local rivers and streams, the new permit included stricter water conservation guidelines and a compliance time line for achieving those conservation benchmarks. Lincoln's current WMA yearly withdrawal limit is 222.65 million gallons. In 2011 Lincoln pumped 194.1 million gallons (5% lower than the year before because of the wet summer), but starting in 2014 the Department's new withdrawal limit will be reduced to 182.5 million gallons. The Town has pumped less than that quantity of water only once in the last eight years.

In addition to the reduction in the overall yearly water withdrawal, the State has also required that the Town reduce individual water consumption to the 65 gallons per person per day performance standard by December 31, 2011. At this time it does not appear that we will meet this permit deadline and we will need to develop a DEP-approved compliance plan to further reduce our residential water use. Lincoln typically meets the 65 gallons per person standard between the months of November and March, but water use increases roughly 45% between May through September. This increase is due primarily to residential outdoor water use via automated irrigation systems.

The Department implemented a WMA permit-mandated outdoor water restriction between the months of May and September. Department staff monitored residents and issued 1st Violation notices to 86 residents that were irrigating on the incorrect days and/or times. A total of eight water fines were assessed to residents that did not adjust water use after the 1st Violation notices were distributed.

The Board of Water Commissioners is studying conservation measures used successfully in other towns to meet, or exceed, the 65 gallons/person/day standard. In 2012, the Commission will begin an educational program to assist residents to understand and reduce water usage. Several water conservation methods will be included, in addition to those required by the DEP-approved compliance plan, to help reduce the Town's water consumption and ensure compliance with the regulatory restrictions.

The Department negotiated a contract with the Massachusetts Department of Transportation (DOT) for the installation of a new 12-inch diameter ductile iron

water main as part of the DOT's Route 2 reconstruction project. Approximately 6,135 feet of water main will be installed between the entrance of The Groves and the Bedford Road intersection. The water main will be installed under the adjacent access roads, allowing the Department to make future repairs or upgrades without working in the Route 2 travel lanes. The new 12-inch water main will increase the Department's ability to transport water to the Bedford Road storage tank and will increase water flow to fire hydrants along the Route 2 corridor.

Water Department staff remained busy this year with system maintenance and upgrades. The water mains were flushed in the spring to remove any accumulation of iron and manganese that may have occurred over the year. Several fire hydrants were replaced and several were repaired after leaks were detected. The Department has continued its meter modernization program, which includes the installation of new residential water meters that contain radio communication technology. These new meters electronically transmit the meter reading to a handheld device, allowing Department staff to more accurately and efficiently read the meters. A total of 171 meters were replaced in 2011. To date, the Department has replaced 336 of the 1,664 meter accounts with radio-capable meters. At the current rate of replacement, the modernization program should be completed in less than 10 years.

The Department hired a full-time Water Operator in August to assist in the operation and maintenance of the water distributions system. The Department staff includes one other water operator, a treatment plant operator, and an administrative assistant, in addition to the Superintendent. This staff of licensed professionals ensures the proper treatment and delivery of your drinking water, every day of the year.

PLANNING, ZONING AND CONSERVATION

PLANNING BOARD

James Craig, Co-Chair
Robert Domnitz, Co-Chair
Dan Boynton
Ken Hurd
Bryce Wolf

In 2011 the Planning Board remained busy with its ongoing permitting activities, the consideration of amendments to several sections of the Zoning Bylaw, implementation of the town's Comprehensive Plan, and support for special regional projects such as the Route 2 Crosby's Corner highway improvement program.

The Planning Board's usual business of reviewing site plan review applications, primarily for construction of single family houses, was ongoing, as was focusing on signs, surface and groundwater protection, nonconforming structures and uses, and wireless communication facility setbacks. Several applications for demolition and construction of large, single-family homes kept the Planning Board well-engaged through the spring, with numerous modification requests to prior site plan approvals occupying the Board's attention through the summer. The Board completed site plan reviews for two business and thirteen residential properties comprising five new houses (three on teardown sites), six house additions and one large barn/accessory building. There have also been more than a dozen applications for minor changes to previously approved site plans.

The Board also entertained the site plan review application for the Town Offices project, which was approved in September after a thorough review of accessory structures to minimize off-site impacts. Following this approval the land-use departments quickly transitioned from 16 Lincoln Road to the Hartwell Campus on Ballfield Road in December, where they will be located throughout reconstruction of Town Hall, which is expected to be completed in 2013. The Board took up a new meeting location at Bemis Hall, where the Council on Aging was particularly helpful in accommodating the interim scheduling for Board business.

On the special permit front the Board reviewed several requests for renewals and modifications of existing wireless communication facilities, as wireless carriers sought to upgrade their antennas to new service standards. This included five special permits involving substitution of antenna and related equipment, and two renewals of previously approved special permits. Other matters the Board considered were applications for two sign permits, one scenic road application and four recommendations to the Zoning Board of Appeals, involving accessory apartment special permit applications.

On the zoning work list, several Zoning Bylaw amendments were approved at the 2011 Town Meeting, most of which dealt with housekeeping changes, such as

deleting obsolete or redundant districts, aligning our requirements regarding site plan review with state law, and capturing non-residential uses under site plan review. Through the fall of 2011 the Planning Board continued to work on refining our Zoning Bylaw and bringing additional amendments to the 2012 Town Meeting. Numerous zoning workshops were held by the Board from August on, to provide as much opportunity for residents and other boards, committees and commissions to weigh-in on proposed zoning changes. An identified need by the state to update our surface and groundwater protection bylaws, and a perceived need for refinements to our site plan approval and requirements for nonconforming uses and structures received attention, among other concerns.

On the Comprehensive Plan front the Implementation Committee met with the Board in February. This meeting focused on progress and coordination of high priority action items in the Plan. Accordingly the Board worked through the Planning staff to organize a meeting of the Lincoln Station Planning Committee in March, which resulted in a discussion on the goal of higher-density development in the Lincoln Station area, as identified in the Plan. This group agreed to continue efforts to study the housing issue, transportation, and commercial/retail infrastructure needs, among other issues. At the Board's direction, a Lincoln Station Feasibility Analysis was prepared by the Planning Director as a first step in exploring land use options in the area, and the Board requested additional funds through the 2012 Town Meeting to initiate a strategic planning process.

In 2011 the Planning Board, together with other land-use boards (Conservation Com., Housing Com., ZBA, Historic Com.) continued to examine coordination among the various boards. Under the direction of the Planning Board, the Director of Planning and Land Use Permitting continued to coordinate functions of the land-use staff and Chairs through biweekly and quarterly meetings, respectively, to address additional issues of mutual concern.

During this past year, current and former Planning Board members and the Director of Planning and Land Use Permitting continued to work with MassDOT in moving the Route 2/Crosby's Corner project towards implementation. With the completion of the 100% plans and public review in Lincoln last August, the project is on track for a construction start in the spring of 2012. We also remain involved with various regional organizations, such as HATS (Hanscom Area Towns), MAGIC (Minuteman Advisory Group on Interlocal Coordination), and the Battle Road Scenic Byway, as well as the MAPC (Metropolitan Area Planning Council).

In summary, despite the down economy, there is continuing interest in Lincoln land-use development, especially in the construction of large homes. The Board will maintain its efforts to strengthen site plan review as it deals with traffic concerns, cell towers, teardowns, group homes and nonconforming uses. The minutes of our meetings are available on the Planning Board page of the Town website, as are links to other useful documents such as the Zoning Bylaw, the Comprehensive Plan, and the Land Use Permitting Guide. We welcome your interest, and we encourage qualified applicants to seek Planning Board membership as we move forward with our Comprehensive Plan.

ZONING BOARD OF APPEALS

Steve Daigle
David Henken, Associate Member
John Kimball
Jefferson Macklin
Margaret Olson, Associate Member
Megan Stride
David Summer, Associate Member
Joel Freedman, Chair

The Zoning Board of Appeals (ZBA) is a quasi-judicial board which interprets and applies the town's zoning bylaw. It decides on a case by case basis requests for variances, special permits and appeals of the decision of the Building Inspector considering the impact on the town, and requirements set forth in the Bylaw and Chapter 40A of the State General laws. There were 26 applications filed, and 11 meetings held in 2011. The list below represents the cases considered by the Board in 2011, listed by the initial hearing date. In April, Joel Freedman was elected Chairman of the ZBA and a new fee schedule was also approved.

January 27, 2011

- Board of Selectmen, 0 Bedford Road, renewal of special permit to maintain a radio tower for public safety communications GRANTED
- Alex MacLean and Kate Conklin, 23 Conant Road, special permit for an accessory apartment GRANTED
- Jackie Stephen, 28 Winter Street, special permit to reconstruct a single family home GRANTED
- Jatinder Gill and Lisa Barna, 19 Juniper Ridge Road, special permit for changes to previously approved plans for additions GRANTED

March 10, 2011

- Mariana and Arben Keka, 157 Bedford Road, special permit to reconstruct a single family home WITHDRAWN
- Food Project, 10 Lewis Street, renewal of special permit GRANTED
- Chris and Michelle Watson, 164 Sandy Pond Road, special permit to reconstruct a single family home and garage GRANTED
- Christine Campo and Caroline Marotta, 28 Old Winter Street, special permit and variance for additions to existing home GRANTED
- Gerald O'Doherty, 12 Morningside Lane, special permit to construct additions to existing home GRANTED

April 14, 2011

- Winthrop Harrington, 6 Millstone Lane, special permit for an accessory apartment GRANTED

- Munroe Holdings LLC, 9-13 Lewis Street, special permit to house Advanced Life Support (ALS) at 13 Lewis Street GRANTED
- Marc Lewandowski, 3 Bowles Terrace, special permit to reconstruct a single family home GRANTED

May 19, 2011

- Dan and Jo Ann England, 22 Weston Road, special permit for an accessory apartment GRANTED
- Robert McCart, 14-16, 22-24 Lewis Street, special permit for expansion of a non-conforming residential use in a B-2 district GRANTED
- Jen James, 79 Tower Road, special permit for an accessory apartment WITHDRAWN

June 23, 2011

- Jason Felsch and Laura Kempke, 142 Tower Road, special permit for an addition to existing home GRANTED
- Mark Conway and Mary Scatamacchia., 9 Morningside Lane, special permit for a basketball court GRANTED

August 25, 2011

- Stewart Young 55 Oxbow Road, special permit for an addition to an existing home GRANTED
- Mariana and Arben Keka, 157 Bedford Road, special permit to reconstruct a single family home and garage CONTINUED

September 15, 2011

- NuPath, lessee, Town of Lincoln, owner, 12 Airport Road, special permit to construct a 5 bedroom group home GRANTED
- Donald and Susan Collins, special permit to construct an in-ground pool GRANTED

October 13, 2011

- Ayr Muir, 1 Meadowbrook Road, special permit to construct an addition to an existing home GRANTED
- Robert Moore, 13 Old Concord Road, special permit to construct additions to an existing home GRANTED

November 17, 2011

- Gary Taylor, 2 Beaver Pond Road, special permit to renovate an existing home GRANTED
- Caroline Marotta and Christine Campo, 28 Old Winter Street, variance for an addition above the existing garage GRANTED
- Robert Soluri, 15 Lincoln Road, special permit to reconstruct an accessory structure, a barn GRANTED

HISTORIC DISTRICT COMMISSION and LINCOLN HISTORICAL COMMISSION

Douglas Adams

James Craig (Historic District Commission only)

Andrew Glass (Alternate – HDC & LHC)

Henry B. Hoover, Jr. (Alternate – LHC)

Kenneth Hurd (Historic District Commission only)

Jack MacLean (Alternate - HDC)

Andrew Ory

Colin Smith

Laurence W. Zuelke (Alternate – LHC)

Lucretia Giese (Chair for LHC)

Ruth Wales (Chair for HDC)

The Lincoln Historical Commission is responsible for preservation of all structures outside the Historic District and also reviews requests for demolition under the Demolition Delay By-law. The Historic District Commission reviews applications for all exterior changes within the District visible from a public way. The Commissions welcomed new member Douglas Adams who replaced Kerry Glass, a valued member for many years.

Lincoln Historical Commission

Demolition Approvals:

28 Old Winter Street – roof section of house

3 Bowles Terrace – 25% of the structure

164 Sandy Pond Road - house

19 Brooks Road – two-story addition and garage (after demolition plan review)

7 Brooks Road – detached garage

239 Concord Road – detached metal garage

Demolition Denial:

19 Brooks Road – (historically significant)

Historic District Commission

Certificates of Appropriateness:

15 Bedford Road – changes to design of front steps

12 Weston Road – two-story addition to garage; first floor addition and 2-dormer windows added to front of garage

3 Bedford Road – generator

15 Lincoln Road – demolish and rebuild fire damaged barn

22 Weston Road – exterior changes to the barn

3 Bedford Road – installation of concrete bench

2 Sandy Pond Road – change in roofing material

25 Lincoln Road – repair of column bases and addition of gutters

16 Lincoln Road – exterior renovations to Town Office building

15 Sandy Pond Road – exterior renovations to the barn

Certificates of Non-Applicability:

28 Lincoln Road – repairs to fence

1 Woods End Road – repairs to rotted wood

2 Sandy Pond Road – repairs to siding and insulation due to water damage

15 Sandy Pond Road – roof repairs

16 Lincoln Road – temporary trailer for IT equipment

36 Lincoln Road – roof repairs

22 Weston Road – window replacement

The Lincoln Historical Commission is pleased to report completion of further inventory work on buildings and structures in Lincoln: one building and structure on Concord Road, and one building and structure on Cambridge Turnpike. The LHC continues to consider inventorying Town buildings and structures a priority for educational and informational reasons. The Long Range Planning Committee confirmed this priority in its report to the Town in 2010. The LHC was granted CPA funds in FY2012 to continue its inventory work. Completed inventories can be viewed at the Lincoln Public Library and the Town Offices.

The Commission made its annual inspection visits to the two properties under Preservation Restriction Agreements – The Flint Homestead on February 21, 2011; The Wheeler House on November 12, 2011.

The Commission also prepared a statement for the Massachusetts Historical Commission and the Cultural Resources Manager, Department of the Air Force, c/o Hanscom Air Force Base, Lincoln, about a large housing development on the Base. The LHC expressed its concern about the project's potential adverse effects on the historical fabric of the Park, a National Landmark, and visitor experience and submitted a mitigation report to Hanscom Air Force Base. The LHC's statement was accompanied by a pamphlet entitled "Hanscom Housing & Minute Man National Historical Park" (2010), prepared by John C. MacLean. As a result of the LHC's mitigation report, fifty white pines and rhododendrons were planted along the boundary between Minute Man National Historical Park and the Base housing project.

LINCOLN HOUSING COMMISSION

Renel Fredriksen
George Georges
Connie Lewis
Mary Sheldon
Robert Wadsworth
Pamela Gallup, Chair

In September 2011, the Massachusetts Department of Housing and Community Development released the long awaited 2010 census data pertaining to affordable housing. Eleven percent of Lincoln's housing stock is designated for families whose income is 80% or less of the median income for the greater Boston area, surpassing our goal of 10%. Therefore, we are currently safe from hostile 40B developments. While meeting state guidelines is far from our sole purpose, the severe potential cost to the town if we do not maintain these numbers continues to drive much of our work.

In March 2010, we contracted with WATCH of Waltham to handle the maintenance and tenant administration of our town owned units. Outsourcing this work has allowed the Commission to work on policies and procedures for managing our program and for complying with both state and federal guidelines. Our contract with WATCH expires in March 2012, and we have begun working with Michael Haines, the town's Facilities Manager, and with Chris Reilly, the town's Director of Land Use and Permitting, to develop a plan to bring both maintenance and administration back in house. We will continue to contract out the 24/7 emergency service required for affordable housing units.

In 2011, the Commission joined a Regional Housing Program sponsored by the Town of Sudbury. Our neighbor members are Bedford, Concord, Lexington and Weston. The Regional Housing Office is currently in the process of compiling the information necessary to create a database of the affordable housing inventory of the five towns, so that we can better understand our common problems and work together toward finding solutions that will serve our communities more effectively.

With the help of Community Preservation Committee funds, we will hire a consultant to work on a Long Range Housing Plan to replace the plan of 2003. We look forward to working with this consultant to develop a guide for the future of affordable housing in Lincoln.

We appreciate the assistance of Elaine Carroll in fielding phone calls and managing our outsourcing to WATCH for property maintenance and tenant administration. Elaine has assumed the responsibility of taking our minutes and will become more involved in tenant administration matters. We are grateful to Debra Parkhurst for her help with a variety of support tasks, Tim Higgins for his expertise in helping us promote affordable housing in Lincoln, and Anita

Scheipers for her valuable contributions on many issues and for keeping us on track. Our new Land Use Coordinator, Chris Reilly, has been a valuable resource for many housing and planning issues, and we look forward to working with him for many years to come. The Facilities Manager, Michael Haines, has begun providing us with valuable input about maintaining our units of affordable housing.

We are very appreciative of the support of the Lincoln Foundation, Affordable Housing Trust, Community Preservation Committee, Disabilities Commission, Historic Commission, and the residents of Lincoln, who continue to support affordable housing in our town. Lincoln is very fortunate to have such dedicated residents and employees supporting our efforts to maintain the diversity and rural, small town character of Lincoln.

CONSERVATION COMMISSION

Jim Henderson
Ben Horne
Ari Kurtz
Sara Lewis
Jim Meadors, co-Chair
Peter von Mertens, co-Chair

Lincoln's Conservation Commission is a group of resident volunteers who work closely with the Conservation Department staff to protect our land and water resources. Residents are always welcome to join Commission public meetings that are typically held on the first and third Wednesdays each month. Also feel free to contact our office to arrange a site visit to your property, a meeting in the office, or to discuss any wetlands or natural resource related issue. As with all the Town Departments we are now located at the School's Hartwell Complex on Ballfield Road and we are in Pod A, adjacent to the Recreation Department.

Our appreciation goes out to Joyce Hersh who stepped down from the Commission after several productive years of volunteering. We also thank Anna Wilkins who did excellent work with us for more than 5 years, for most of that time she was our Land Manager. Fortunately she is now working for the Lincoln Land Conservation Trust (LLCT) so she is still active in local open space efforts. She was replaced by Dave McKinnon who was the Assistant Land Manager in Amherst for several years. We welcome him to our crew and I am sure you will see him out on the land. Angela Kearney, our Conservation Planner, Jane Layton, our Conservation Ranger, and Tom Gumbart, our Conservation Director, remain on staff and continue to work hard on behalf of Lincoln's residents and natural resources. Thanks also go to 2 Lincoln-Sudbury High School students who worked with us this year. Matt Aranow was a summer intern funded by Massport and Steven Kozak was a fall community service volunteer.

We encourage everyone to use the Town's web-based Geographic Information System (GIS). Angela Kearney continues to update the data and is an invaluable source of easily accessible information. From your home computer you can view many Town data layers at www.caigisonline.com/LincolnMA/Default.aspx.

The Conservation Commission administers the MA Wetlands Protection Act, our local Wetlands Protection Bylaw, and the Flint's Pond Watershed Protection Bylaw to make sure projects do not have negative impacts on wetland and buffer zone resources. In the permitting process we assist residents with filings, conduct site visits, review permit applications, and conduct public hearings. Typically the Commission requires specific conditions for construction within 100 feet of wetlands or within 200 feet of any perennial stream. In 2011 there were 13 Notices of Intent, 3 Requests for Determination of Applicability, and 1 Notice of Resource Area Delineation. Also 7 Certificates of Compliance were issued for finished projects. Prior to undertaking any land clearing activity or new

construction please check with the Commission to see if your proposed work is located within a protected resource area.

One big permitted project that was completed this year was the reconstruction of family housing at the Hanscom Air Force Base. Current best management practices for stormwater management were used very successfully on this redevelopment effort. Other large projects that have a wetlands permitting component are in the planning stages and these include the Lincoln Schools Project and reconstruction of the Hanscom Middle School. We expect these to continue to evolve in 2012.

The Commission is responsible for stewardship on municipal conservation land and for oversight of private conservation restrictions held by the Town to make sure these lands are preserved for future generations. Annual monitoring is done on all of these conservation properties and this is done in close collaboration with the LLCT, the Rural Land Foundation, and other organizations and agencies that own or manage open space within our borders.

An important land management project was the 3rd annual Garlic Mustard Pull Day that was again very successful in terms of community participation and the amount of garlic mustard removed from our open space. This event was cosponsored with the Lincoln Garden Club and the LLCT and was done in addition to our regular annual land management activities that range from field mowing to trail maintenance. These normal maintenance activities are really the backbone of our land stewardship efforts and our staff works very hard to keep our land well-tended.

Lincoln is well known for its commitment to agriculture and the Commission does its part by licensing over 200 acres of Town-owned farmland to a diverse and dedicated mix of farmers. Licenses are good for a five-year period and 2011 was the fourth year of this period. The farms currently cultivating conservation land are: Blue Heron Organic Farm, Breton Meadow Farm, Busa Farm, Codman Community Farms, Matlock (Flint's) Farm, The Food Project, Lindentree Farm, Raja Farm, Red Rail Farm, Turtle Creek Winery, and Verrill Farm. Raja Farm, Breton Meadow Farm, and Codman Community Farms are the three farms using the new Van Leer Conservation Fields for grazing sheep and cattle.

Our organized educational offerings continue to include a variety of public natural history outings and talks cosponsored with LLCT. We conducted nature walks with the Kindergarten classes and the Lincoln Nursery School. Our weekly series of Wednesday morning hikes continued in the spring and fall with many newcomers. The Conservation Coffee series also continues to be successful. These are informal gatherings of individuals interested in conservation and land-related issues. If you want to be on the e-mail list to be notified about these and other events or have other questions or concerns, please contact Tom Gumbart at the Conservation office (781-259-2612 or gumbart@lincolntown.org).

LINCOLN LAND CONSERVATION TRUST

Susan Allen, Vice-Chair
Gary Anderson
Kenneth E. Bassett
William G. Constable, President
Daniel England
James C. Fleming
Dwight L. Gertz, Secretary
James Henderson
Weston Howland III, Treasurer

Susan M. Klem
David Levy
Gwyneth Loud
Ellen B. Meadors, Vice-Treasurer
Paul Shorb
Nancy Soulette
Andrew Stevenson
Susan Welsh, Chair
Ellen Withrow

The Lincoln Land Conservation Trust (LLCT), founded in 1957, is one of the oldest, private, volunteer, land trusts in the country. The LLCT also has the distinction of holding the oldest private conservation restriction (known outside of Massachusetts as a conservation easement) in the country, dating back to 1962. The LLCT is dedicated, per its mission statement, to "maintaining the rural character of the Town for the benefit of the inhabitants of Lincoln." Now well into its sixth decade of conservation work, LLCT continues to fulfill its mission thanks to the selfless efforts of its trustees, members, donors, friends, and other supporting organizations in Lincoln and beyond.

Acquisition: For the 2011 year, the LLCT has been working on acquiring conservation restrictions as a part of larger acquisitions throughout town. Though not yet finalized, the LLCT is ready to receive an 11 acre restriction on the Umbrello farm fields, and almost 6 acres of conservation restriction on Twin Pond Lane as a part of the Hollingsworth property deal. The LLCT continues to work with the Rural Land Foundation the Conservation Commission and the City of Cambridge on the acquisition of, 55 acres of important watershed land off of Route 2 (DeNormandie Property). The Stewardship committee has also been very active procuring important trail easements to ensure our beloved trail network remains intact. The Trust currently owns or has stewardship responsibilities for more than 1,000 acres of land that not only enhances Lincoln's bucolic landscape, but also helps provide important wildlife habitat, scenic vistas, clean drinking water, and a myriad of recreational opportunities for our fellow citizens. Together with the Town's Conservation Commission), the LLCT maintains nearly 80 miles of inter-connected trails throughout Town.

Stewardship: This year was a transition year for the stewardship program. We continue our collaboration with the Lincoln Conservation Commission staff as we restructure our program to accommodate new technology and staff. The 2011-2012 monitoring season continues on over 2,200 acres of conservation land as well as many miles of property boundary lines are reviewed and conditions documented. The monitoring reports, reviewed against the baseline information, assess any changes to the land and/or compliance with the terms of a CR or

conservation deed. These "Baseline Studies" and supplemental "Monitoring Reports" are available for review at the Lincoln Conservation offices.

Throughout 2011, the LLCT remained a vigilant protector of the land for which we are responsible. Occasionally this has called for simply advising or reminding landowners of their responsibilities with respect to protected land they own or abut. In other, more severe instances, the LLCT has resorted to appropriate formal action to enforce the terms of a CR or to protect land owned by the Trust.

Land Management: Stewardship also involves managing trails, stone walls, fields, field edges, and invasive species. Thanks to the work of two summer land management interns and the tireless efforts of long-time President Buzz Constable, the Land Trust properties are well cared for. The Trust also relies heavily on the volunteer efforts of many neighborhoods. We were grateful for our trustees who completed "trail sweeps" after the many autumn storms to report trees down or other damage. We continue to assist with invasive removal and field edge clearing projects with the Farrar Pond Condo Association. In addition the LLCT supported the Conservation Commission's highly successful town-wide "Garlic Mustard Pull".

Education: The LLCT's education efforts continued to focus on getting kids and adults out on the land in 2011. Local experts helped lead bird walks and plant identifications walks. We were honored to have expert Joe Elkinton give a memorable presentation on his research of bio-control of the Winter Moth. In addition, the Land Trust sponsored a screening of the award winning documentary *Mother Nature's Child*. Gwyn Loud continues to collect wildlife sightings from local residents and her informative monthly wildlife column (started by Sue Klem more than 10 years ago) is a must read in the Lincoln Journal. LLCT has once again given a grant of \$3,000 to the Lincoln Public Schools to support ecology education through the science curriculum. In 2011-2012 the grant is being used to hire Drumlin Farm naturalists to take students in selected grades on nature walks linked to their ecology units. Grade five students had outdoor exploration supporting their unit on "Classification and Adaptation of Living things." In the spring, Grade One students will have outdoor explorations to give hands-on connections to their unit on "Habitats", and Grade Four may also participate in the program.

Trustees/Staff: The LLCT continues to work closely with its private conservation "sister" group, the Rural Land Foundation (RLF). Given the increasing complexity of land transactions, the RLF's expertise in acquisition and "conservation subdivision" to protect land has been invaluable to the town and a great resource for the LLCT. The two organizations now share staff and trustees, which not only facilitates the LLCT's primary role as steward, educator, and advocate for protected lands, but also helps maintain each organization's focus on the Town's Open Space Plan for protecting "lands of conservation interest." Sarah Andrysiak, longtime staff member, stepped down earlier this year and is sorely

missed. Anna Wilkins was added as part-time staff in a new position of "Outreach Coordinator".

The LLCT was saddened by the loss of Warren Flint, Jr. in April. A beloved and integral towns person and board member, the LLCT has set up a memorial fund in his honor which will be used to help fund ecological education in the schools. We also honored two longstanding Trustees, Paul Svetz and John LeGates who have stepped down for other pursuits and welcome new trustees, Ellen Withrow and Andrew Stevenson.

The LLCT, like many other volunteer land trusts, must continually find insightful ways to address the increasingly complex nature of land protection and long-term management. From "conservation subdivisions" pioneered by the RLF as a method of saving land, to the holding of restrictions on house size and architecture, conservation efforts in Lincoln must continue to creatively and diligently balance many competing interests. As we work to protect the important conservation land and historic landscapes in Lincoln, the LLCT trustees are grateful for the support of our members and for their financial contributions that make this work possible.

LINCOLN LAND CONSERVATION TRUST
Preliminary selected financial information as of December 31, 2011

2011 Receipts	
Direct Public Support (Contributions)	28,150
In Memory of Warren Flint, Jr.	7,970
In Memory of John Carley	1,075
Sale of Maps and Books	3,194
Investment Income	2,767
Total Receipts	43,156
2011 Expenses	
Land Management	12,299
Stewardship	4,412
Education	6,308
Membership and Outreach	11,000
Acquisition	1,439
Administration	8,644
Insurance	2,491
Organization Dues	1,075
Total Expenses	47,668
Balance	
Investment Fund	308,622
Conservation Fund	150,665
Preston Fund	27,772
Cambridge Trust Company	39,894
Total Balance	526,953

GREEN ENERGY TECHNOLOGY COMMITTEE

Linda Conrad
Ed Lang
Jennie Morris
Al Schmertzler
Bill Stason
Anita Scheipers
John Snell, Chair

Following Town Meeting support in 2010 which was instrumental in Lincoln becoming a "green community", the Commonwealth's Department of Energy Resources (DOER) awarded the town of Lincoln a Green Communities Grant of \$140,294 to fund energy efficiency measures in municipal buildings and residences. The grant period was October 1, 2010, to September 30, 2011. The Committee and Town staff completed all the grant-funded improvements during the calendar year 2011 which represent the bulk of the committee's work during that time.

The grant funds were allocated in five areas: School Facilities Upgrades; Town Facilities Upgrades; Residential Initiatives; School Curriculum; and Energy Management Technical Support.

Specifically, web-based energy management systems were installed in the School Library, Reed Gymnasium, and the Town library. All three systems are accessible online with visual representation of the mechanical systems, temperature and equipment operation readings, and the ability to change settings remotely. In addition, the library installed a new gas burner, lighting occupancy sensors in selected rooms, and energy-saving lighting in the main reading room. The burner was a gift from a Library Trustee. The school installed occupancy sensors to turn lights and equipment on and off automatically in the Reed Gym. The Public Safety building installed all new high efficiency lighting fixtures.

Funding allowed the Get Real residential initiative to hold two energy forums. In February, the forum focused on the installation and use of power meters in residences to gather data. In April, even more single family residences were attracted bringing the total Lincoln households committed to 20% energy savings by 2015 to over 5% of those in town. A grant from the Massachusetts Climate Action Network (MCAN) also supported the April forum which broadened the scope of GETC to include sustainable landscaping, increased recycling and composting, water conservation, how to buy more local food, and improved transportation efficiencies.

In order to disseminate energy saving information, GETC developed a new expanded website, www.greeninglincoln.org. The website was designed and

launched with the help of a third party contractor consultant funded by the Green Community grant. The new website is a hub for local information and activities on energy savings and sustainable living and it provides important links to other valuable, outside resources for Lincolniters.

Because the committee believes that enticing and exciting students in this conservation quest is key to invigorating long term community energy saving progress, funds were allocated for the purchase of testing, measuring, and monitoring equipment to aid students in understanding environmental factors.

Not only were electric meters purchased for school and residential use, but also for town building measurements. The goal is to remove the software/hardware/Installation hurdle for both students and townspeople to develop an understanding of energy usage. In addition, a thermal imaging camera is now available for citizens interested in identifying energy leakage and it can be reserved by going to the website.

Grant funding was also used to identify potential energy saving efforts: A Bemis Hall Heating Design Study may inform future capital requests.

The DOER grant, while the largest, was not the only grant the GETC used to accomplish its work this past year. The committee gratefully acknowledges a Codman Grant of \$15,000 and an NSTAR Grant of \$10,000 to support the Town's residential energy efficiency initiative. NSTAR and National Grid also contributed approx. \$12,000 in System Benefit Charge funds for the Town Facility upgrades

2011 was a year in which GETC increased its outreach and collaboration efforts, joining with many in the community including, but not limited to, Minuteman Regional High School, Community Preservation Committee, Lincoln Land Conservation Trust, Lincoln Garden Club, Lincoln Water Commission, and Audubon/Drumlin Farm.

Looking forward, GETC applied for a Metropolitan Area Planning Council (MAPC) Grant in December that, if awarded, would provide technical support for energy initiatives over the next two years. In addition, the Committee plans to apply for financial assistance from the next round of Green Community grants for Town Facility upgrades scheduled to roll out early 2012. Finally, the committee thanks all the volunteers and town employees for their tireless efforts in helping Lincoln make inroads into energy conservation this past year.

LIBRARY, RECREATION, AND SCHOOLS

TRUSTEES OF THE LINCOLN PUBLIC LIBRARY 2011

	<u>Term Expires</u>
Diana Abrashkin	Self-Perpetuating (ending 12/2011)
Jacquelin Apsler, Chair	Selectmen's Appointee 2014
Marshall Clemens	School Committee Appointee 2012
Jack French	Self-Perpetuating (beginning 12/2011)
Alfred Kraft	Self-Perpetuating
Peter Sugar	Self-Perpetuating
Susan Taylor	Elected 2013

OUR PHILOSOPHY AND MISSION

- To act as the Town's central resource for information, scholarship, research, literature and literacy, local history and artistic expression.
- To be the one place where Lincoln's residents of all ages and abilities, varied interests, and differing viewpoints find welcome and professional assistance in pursuit of personal enrichment, cultural stimulation, intellectual connectivity and discourse, professional and volunteer work.
- To strengthen ties within our community and with the world beyond.

The Lincoln Public Library is committed to providing the community with:

- A local collection of materials in printed, recorded and electronic formats
- Free access to a broad range of materials via the Minuteman Library Network (MLN), all based on the latest trends in library technology
- An inviting place for people to visit, that also preserves the building's historical and architectural heritage and is mindful of its position in the Town's center
- Professional, knowledgeable, and courteous staff
- Cultural programs and life-long learning experiences
- Publicity and community outreach to acquaint residents with library offerings and to maintain strong ties with patrons, local schools, Town agencies, cultural institutions and community groups
- Access to the Town's historic records, preserved in the Library's archival vault, in cooperation with the Town Clerk

FY 2011 HIGHLIGHTS

Statistics

Library usage continued at record high levels, although slightly less than in 2010. Total number of patron visits of 94,356 was 50% higher in 2011 than in 2008 when the current national economic downturn began. Likewise, total circulation of 169,099 was a 5% decrease below last year, but still 10% higher than in 2008. Also in 2011, reference questions increased 46%, the number of programs increased 4%, attendance at these programs increased 9%, and web visitors

increased 9% over FY 2010.

Staffing Changes

Kathie Brobeck, Circulation Assistant, retired after 27 years, and Kathy Rushby, Bookkeeper/Administrative Assistant, retired after 26 years, both with excellent service to the Town. Tal Gerechter began work as the new Circulation Assistant in August, and Ginny Turpin began work as the new Bookkeeper/Administrative Assistant in December.

Budget and Finances

At Town Meeting in March, Lincoln residents approved a 2.0 percent increase to the Library's operating budget to \$866,361 and a Library Trustees' warrant article for regularly scheduled maintenance activities and repairs (\$28,000). Town Meeting also approved a \$9,340 grant from the Community Preservation Committee to preserve and digitize the second book of Lincoln's Vital Records and the Lorin Chapin diary.

The Friends of the Lincoln Library continued their financial support of Library programs, museum passes, printing and mailing of seasonal brochures, and staff training. The Friends raise money from an annual appeal, special projects, and from monthly used book sales. Because of construction dislocation, the book sale moved in 2011 from the school campus to the basement of Bemis Hall.

Accomplishments

- Classic Jazz completed its 27TH season.
- The Friday Morning Book Group completed its 31st season.
- The Friends of the Lincoln Library sponsored two new programs: a genealogy program featuring family researcher and historian Jack MacLean, and a Lego program run by the Lincoln Gear Ticks, the Parks and Recreation Department's robotics team for middle school students.
- Ten "Kindle" electronic readers loaded with eBooks were added to the collection so patrons may experience what it is like to read an eBook.
- Audio visual equipment purchased by the Friends of the Lincoln Library was installed in the Tarbell Room. The AV equipment is used for the Open Mike group and for speaker and music events.
- A grant from the Digital Commonwealth made it possible to add images of photographs of historic Lincoln houses from the Farrar manuscript to the Digital Commonwealth's online archive
- A 'community issues' forum: "Going Green at Home and at Work" addressed our patrons' interest in green technology.
- A Green Communities grant from the Massachusetts Department of Energy Resources was used to convert the Library from oil to gas heat and to install an energy management system.
- The Friends published the 2011 edition of the Lincoln Telephone Directory – a new source of support for Library programs
- New carpet was installed in the basement and south fiction stacks.

Archival documents from the Town Offices vault were moved into the Library's vault for safe keeping during renovation of Town Offices

LINCOLN TOWN ARCHIVES - 2011

Susan F. Brooks, Town Clerk, Co-Director
Barbara Myles, Library Director, Co-Director
Marie Wasnock, Archivist

INTRODUCTION

The Town of Lincoln has a rich history. From its days as a Precinct of Concord to its leadership in land conservation, Lincoln has generated stories that must be kept and told to future generations. As a crossroads on April 19, 1775, as the home of Bauhaus and other modern architecture, as a community that has fostered authors from Thoreau to Jane Langton, as a rural farming village turned suburban commuter town, Lincoln stands among the premier places in the panorama of American life.

This generation's iteration of the Town Archives was established in 2008 with the creation of a formal partnership between the Town Clerk's Office and the Library Trustees and the hiring of a part-time (.2 FTE) archivist. This collaborative effort coordinates and enhances the archival functions of both town departments in respect to the collection, preservation, and public access to town records. The Town Archives collection, housed at Town Offices and the Library, includes print materials and realia that document the history of the Town from the first settlers to the present day. Primary subject areas are the Town of Lincoln, its government and organizations, and Lincoln residents.

Accomplishments

- Digital images of photographs from the Farrar manuscript of historic Lincoln houses were created; metadata developed by the Archivist, and then loaded into the Digital Commonwealth's online archival database.
- A grant from the Community Preservation Committee was used to preserve the Chapin diary and Lincoln's second book (early 1800s) of Vital Records.
- Two new works of local history by Lincoln residents include documents and photos concerning the Revolutionary War as well as modern houses in Lincoln drawn from the Town Archives. Both books will be published by the Lincoln Historical Society.
- Six residents were trained as Docents for the Archives, prepared to provide in-depth, one-on-one assistance to people doing archival research.
- The Town Archives Advisory Council hosted a "Lincoln Legacies" program in May. The program featured speakers from Minute Man National Historical Park and the Thoreau Institute as well as our very own Archivist.
- The Archives began processing many public records previously held in department offices in anticipation of the temporary relocation of Town Offices.
- Archival documents from the Town Offices vault were moved into the Library's vault for safe keeping during the renovation of Town Offices.

PARKS AND RECREATION COMMITTEE

Douglas Carson
Susan Collins, Chair
Jonathan Dwyer
Chris Fasciano
Ted Julian
Ingrid Neri

The Lincoln Parks and Recreation Committee strives to provide affordable and diverse leisure opportunities, community-based special events and safe recreational facilities to enhance the quality of life for Lincoln residents of all ages. They set policy and oversee all facets of the department including: community programs, athletic fields, tennis courts, playgrounds, public parks, the Codman Pool, the Lincoln Summer Day Camp, and various town wide events; as well as strategic facility planning and development.

We deliver these services at a low-cost to the Town, as user fees typically recover a large percent of our annual operating budget. We offer all our programs via web registration and accept credit card payments. As the Town navigates challenging fiscal waters, we strive to contribute (and not deplete) town resources and add to the fabric of daily life.

The Parks and Recreation Office is located in the Hartwell A Pod on Ballfield Road. We would like to thank the Lincoln Public Schools for their continued support by providing office and programming space. The office is generally open 8:30am - 4:30pm, but we recommend calling (781-259-0784) before you come by as our staff may be out supporting programs at any given time.

During the school year we offer a wide variety of children's programs, special events, trips, sports and adult education classes. All Lincoln residents are encouraged to participate. A full list of program and facility information, as well as online registration is available at www.LincolnRec.com.

The Department maintains the town's athletic fields and baseball diamonds with annual cycles of slice seeding, aerating, and lime/natural fertilizer applications. This will develop healthy, safe turf for the benefit of the public schools, sports leagues and community programs. We would like to thank our youth sports organizations, Lincoln Youth Soccer and Lincoln /Sudbury Little League, for their annual contributions to help offset our costs.

With the help of our Events Subcommittee, we oversee annual town-wide events including Patriots Day, Memorial Day, July 4th, the Summer Concert Series, Winter Carnival and the Gobble Wobble Food Drive on Thanksgiving Morning. Congratulations to all our volunteers for a job very well done! We especially want to thank to our sponsoring businesses. We are grateful for their cooperation.

In fiscal year 2011, the department generated approximately \$369,000 in revenue and recovered 125% of its budget. In addition to our well-attended community programs, we sold over 34 family tennis stickers and over 60 individual tennis stickers. The Codman Pool had over 285 memberships, its' swim team had 122 swimmers, and 95 swim lessons were conducted. The summer day camp filled over 760 camper slots and our specialty camps filled an additional 73 slots. Our youth basketball program has approximately 130 players and our adult fitness program has over 70 participants. We'd like to acknowledge the hard work of our staff that makes these programs so successful.

This past year saw a number of notable events in our department:

This past spring, after countless years of service to the Lincoln Community, the "First Lady of Youth Services", Jane Tatlock stepped down from her seat. Jane was instrumental in, among many other things, the formation of the Lincoln Summer Day Camp, the Lincoln Youth Soccer Program, and the LEAP afterschool program. She was also involved in the Town's original Commission on Youth as it transitioned to the Recreation Committee, and just recently to the Parks and Recreation Committee. She remains ever-present in our programs and activities, but her day-to-day guidance and perspective will be missed. Thankfully, we found an excellent replacement in Doug Carson, who spent some time on our events subcommittee before joining our board formally. He has already made great contributions to our work.

This summer, the Codman Pool saw a significant facelift with a brand new pool liner to resurface the original 37 year old shell. This new, cost-effective PVC liner provides a smooth surface for swimmers, negates the need for annual painting (a significant cost savings), and is completely water tight (another improvement over the leaking original). We would like to acknowledge the generosity of the Ogden Codman Trust, who graciously provided the necessary funding for this important upgrade.

This past fall, the Brooks Athletic Field received a layer of new loam and seed to level and facilitate turf growth in areas that needed it most. The field needed to rest this fall to ensure seed growth, and we appreciate the cooperation we received from all user groups. We look forward to seeing the results this spring!

Parks and Recreation facilities and offerings are a wonderful component of the Lincoln community and we thank you for your support. We are always looking for new ways to meet the changing needs and interests of community and welcome any suggestions and ideas.

PIERCE PROPERTY COMMITTEE

Jean Horne
Lucia MacMahon
Max Mason
Judith Gross, Chairman

There were 47 paying events this year and 91 Town events, which is considerably more than in years past. We are welcoming more town events during the renovation phase of Town Hall.

Of the 47 events, 36 were weddings, and five of these were Lincoln residents. There were three funerals.

The wedding weekend that was particularly memorable was the weekend of August 27 and 28. That was the weekend of the hurricane. With 24 hour notice, the bride and groom decided to move their Sunday wedding ahead to Saturday morning. This was because the Saturday wedding was scheduled for Saturday afternoon. Anyone who has planned a wedding knows how complicated that would be! However, with Richard Silver and the caterer's help, it all came off successfully. Just another star in Richard's crown!

We are very pleased with Nancy and Jim Henderson's help with landscaping, particularly with the new flower borders along the driveway. These, along with the attractive appearance of the house, are helping to keep the out- of- town vendors from driving over the lawn.

Here is one incident that we think bears recording: During the cocktail hour a couple seated at a table under the tent called Richard over to explain that the party favors tasted awful and should be pulled from the tables before anyone else ate them. Richard reported this to the caterer, who with a look horror, explained that they were supposed to take it home and plant it; but not to worry, it was organic.

Whew! Just one more reason to be thankful, along with huge gratitude to Richard and Susan Silver who take such loving care of the Pierce House.

LINCOLN CULTURAL COUNCIL

Amy Goodwin
Barbara Low, Treasurer
Joanie Schaffner
Susan Welsh
Melinda Abraham, Co-Chair
Lisa Putukian, Co-Chair

The Lincoln Cultural Council (LCC), a local council, is an extension of the Massachusetts Cultural Council, a state agency. The state legislature funds the Massachusetts Cultural Council (MCC) which then distributes funds to local agencies to fund individual grant requests. This program is the most extensive public cultural funding network in the nation and is based upon the premise that the arts, sciences, and humanities build healthier, more livable and vital communities.

The LCC provides grants to programs focused on programs in the arts and humanities as well as interpretive sciences. Each year the LCC tries to fund an assortment of events which will benefit the residents of Lincoln and will appeal to a variety of age groups. Each year there is often a singular event that brings an unique perspective not generally found in our daily routines or a one-time activity that provides years of enjoyment—these activities often involve collaboration amongst several local groups to succeed (Travis Roy motivational speaker, LSRHS multicultural mural, etc.).

The LCC actively encourages town residents to make suggestions for programs they would like to see in the future and that comply with all applicable MCC guidelines. The LCC does not derive any of its funding from the town of Lincoln.

All members of the LCC are volunteers and are appointed by the Selectmen. Given Lincoln's small population, along with other factors, including the socio-economic status of the town, the LCC receives the minimum allocation each year from the state. For fiscal year 2011, the LCC received \$3,870 from the MCC and received the same amount for fiscal year 2012. In addition to the annual allocation from the MCC, the LCC has a small sum of money in a gift account available for use in support of its mission.

The LCC funded the following projects in whole or in part during fiscal year 2011:

- An Afternoon of American Song for All Ages (Lincoln Council On Aging)
- The Art of Georgia O'Keefe: How to Paint Pastel Flowers (Gregory Maichack)

- The World Languages Mural (Lincoln Sudbury Regional High School)
- One World, Many Songs (Ben Gundersheimer)
- Project Poetry Live! (Lincoln Sudbury Regional High School)
- Edible Wild Plants Walk (John Root)

For fiscal year 2012, 17 applications were received and reviewed. Seven programs were selected for funding.

The LCC invites all members of the community to consider volunteering to serve on the LCC.

Thousands of Lincoln residents (and in some cases residents from neighboring towns) have participated in and benefited from the diverse multicultural events sponsored in whole or in part by the LCC and the MCC.

LINCOLN SCHOOL COMMITTEE

Tim Christenfeld
Jen James
Carol Perkins, METCO Representative
Tom Sander, Vice Chair
Al Schmertzler
Jennifer Glass, Chair

The Lincoln Public Schools (LPS) are responsible for the education of 1,180 children: 615 in the Brooks and Smith Schools on the Lincoln campus (including 91 through the METCO program), 439 children in the Hanscom Primary and Middle Schools, and 126 children in pre-schools on both campuses.

We aim to have all of the children meet a set of ambitious and clearly elaborated educational standards at every grade level. This includes all children with special needs, for whom we have the responsibility of providing an appropriate and fulfilling educational experience. Beyond academics, we also strive to build a strong sense of community, both within the schools and through the children's engagement with the broader world.

The public schools are primarily educational organizations, but they also have a variety of responsibilities and mandates beyond teaching. Among the additional responsibilities that LPS has acted to address this year are:

- To take steps to minimize bullying and the impact of bullying;
- To help combat childhood obesity;
- To prevent long-term damage from head injuries;
- To direct the appropriate use of communications technologies and to prevent exposure to inappropriate material.

Over the last year, the School Committee and the administrative team have led the effort to fulfill these responsibilities and to enhance the services that LPS provides to children and their families. Among the initiatives and accomplishments in the area of **curriculum, instruction and assessment** are:

The restructuring of the middle school schedule, which has made more efficient use of the available resources and has created opportunities for remedial and advanced learning periods in the crowded school day.

The reorganization of the staffing of the METCO program, which has allowed us to transfer resources from administration to classroom support and has helped us move toward a greater integration of METCO and Lincoln.

The reaccreditation of the Kindergarten by NAEYC.

The continued focus on standards-based teaching, assessment and reporting and the development and roll-out of standards-based report cards, which will now be used in all grades K through 6, and which should help teachers to

adapt their instruction to the strengths and weaknesses of individual students while providing the children and families with a clear set of expectations and benchmarks.

The incorporation of summer math and achievement camps on both campuses into the regular program, with the collaboration of the Lincoln Recreation Department.

To enhance **teacher excellence and professional development**, we have established an internal training program for our paraprofessional staff. Also, this year, we signed a new 3-year contract with the Lincoln Teachers Association (LTA). This contract should allow the district to continue to attract and retain educators of the highest quality, within current fiscal constraints. One significant result of the new contract is that the school buildings are open to students 15 minutes earlier each morning, which effectively expands the amount of time in each school day for meaningful educational activities.

In June, 2011, the School Committee gave recognition and thanks to a number of retiring teachers and staff members who had provided many years of dedicated and compassionate service to our students. From the Lincoln campus, the retirees were Stephanie Brown, Christine Gestay, Brenda Hedden, Annette Lee, and Patricia Winston, and from the Hanscom campus, Randy Brown and Joyce Yoshizumi.

In the area of **leadership and school culture**, one important accomplishment was that we received full approval from the state for our anti-bullying plan. We then proceeded to review and update our policies and procedures that prohibit forms of bullying, cyber-bullying and student harassment.

We have also made significant steps toward the improvement of our **facilities, operations and safety**, including:

- A state-mandated update of our policies on the prevention of and response to head injuries.

- An initiative to assess and reorganize the custodial services, so that we can have cleaner buildings with our same dedicated custodial staff.

- A thorough and pro-active response to the problems created by the huge snowfall in February.

- An active participation in the planning for a new middle school at Hanscom.

The Smith Café at the Lincoln School recently received the Healthier U.S. Schools Challenge Bronze Award in recognition of its commitment to excellence in promoting a healthier school environment, including healthy food, physical education, and comprehensive health and wellness policies. Fewer than 1% of the schools in America have won this recognition from the USDA.

Finally, with the prodigious efforts of the members of the **School Building Committee (SBC)**, with important contributions from the Board of Selectmen and the Finance Committee, and with significant input from interested members of the community, we have made advances in the development of a plan for a partly new and partly renovated school building. During 2011, the SBC continued work on the Massachusetts School Building Authority (MSBA)-supported feasibility study to address the needs of the Lincoln School by selecting The Office of Michael Rosenfeld (OMR) as designer for the feasibility study. The SBC and OMR conducted visioning sessions to gather input on possible solutions, and through open meetings explored over fifteen alternative solutions, narrowing the alternatives to a single preferred approach. The preferred approach was further refined and presented at public forums in the fall of 2011, and was formally submitted to the MSBA for approval at their January 2012 board meeting. The development of the schematic design for the preferred approach will continue through the middle of 2012, when it will be presented to the board of MSBA for final approval of the project scope and budget. The town will then consider the proposed building project at a special Town Meeting in October, 2012. For updated information on the feasibility study and the work of the SBC, please visit www.lincnet.org and click on "School Building Committee" under "quicklinks" or go directly to www.lincolnsbc.org.

The building project will be one focus of the efforts of the School Committee in 2012. In addition to continuing to manage the system efficiently while enhancing the services that we provide, we will also be hiring a new superintendent, in a process that will involve significant input from members of the community. Our current superintendent, Mickey Brandmeyer, has served the community since 2001, bringing strong fiscal management, a clear educational framework, and a collaborative approach with Town boards to our District. He will be retiring at the end of June 2012.

Throughout the current school year and with an eye toward FY13, we will continue to monitor the implementation of the new middle school schedule, the new METCO staffing structure, and the standards-based report cards, even as we start work on adjusting those standards to new national core standards that were adopted by the Commonwealth in 2011. We will continue the systematic review of our policies, particularly a set of outdated policies on the role of the superintendent. We will negotiate new contracts with the custodians and with the administrative support staff. We will work with the LTA to develop an evaluation protocol that incorporates student performance. And we will continue to support our administrative team as they work to maintain our high standards.

The School Committee functions best when the community is involved, and we encourage parents and community members to visit the LPS website, www.lincnet.org, to learn more about the District. District goals, our Lincoln learning standards, reports on MCAS results and standards-based learning, school improvement plans, and the School Committee's long-term agenda are among some of the sources of information you will find when you visit the site.

CLASS OF 2011 GRADUATES

LINCOLN

Acadia F. Alden
Henry Jeffrey Hulihan Aranow
Timothy Andrew Beard
Jonathan Brent Berlowitz
Alexander Maximilian Reiling Breiter
Connor Charles Burke
Nathaniel Tatis Bursaw
Andrew John Cannistraro
Benjamin William Cannistraro
Bailey O'Connor Chaffin
Stuart Lane Clarke
Sydney Jeanne Clary
Haley Robin Clemens
Clara Carmichael Cousins
Lori Ife Crawlle
Peter Liam Crean
Tristan Dheeran Crowell
Ryan William Dale
Liam Landon DeCesare-Fousek
Iyla Symone Driggs
Isaac Andrew Elder
Logan Gilbert Engstrom
Caroline Genevieve Fahey
Jonathan Palmer Fee
James Kaminski Finsthwait
Kathryn Jae Flanagan
James Denis Fox
Steffon Dean Gales
Katherine Elizabeth Gieseke
Adelle Jaeyoung Goetemann
Julia Moore Heller
Harrison John Higgins
Sabrina Silva Holmes
Emily San Hong
Patricia C. Huynh
Joshua Edward Julian
Natasha Alexandra Kadlec
Leah Sabin Kanzer
Hasten Kearse
Samuel Miguel Kupperstein
Sylvie Corkins Lammert

Eugene H. Lee
Cameron Wilson Leger
Benjamin Lange Liepert
Chasity Alisandra Maldonado
Elise Hana Mashimo
Catherine Louise Yao-McEachern
Christopher Emery McGean
Max Ian Lexton Metzner
Jayda Symoné Montgomery
Evan Patrick Morley
Ashley Marie Mulrain
Erica Kristen Newcombe
Liana Olivia Ohl
Joseph F. Panetta
Madeline Gunilla Pontin
Max H. Rappaport
Anna Celia Reinherz
Robert Maxwell Reiter
Thomas John Rhines
Hannah Roberts Rosenblatt
Margaret Elizabeth Royal
Eli Vincent Salm
Mikaela Andra Salvesen-Quinn
Jillian Olivia Salvucci
Romaine K. Sanchez
Marshaé Jean Seymour
Savannah Elizabeth Snell
Alana Marie Spaeth
Asa Jordan Sweetser
Taline Lana Torossian
Danny Quang Trinh
Zoey Trinh
Michael John Tytko
Samantha Marie Tyrrell
Margaret Ellen Whited
Ishman Jabil Williams III
Maya Gabrielle Williams
Clara Grace Wise
Robert Rory Daly Wise
Hannah Elizabeth Wohlfahrt

HANSCOM

Aspen A. Alexander
Adrienne Jacqueline Austin
Ryan M. Belson
Christian Tyler Bristow
Nicolas P. Caronia
Nathaniel A. Decker
Monika R. Delacruz
Noah T. Evans
Emma Rae Ferguson
Emily H. Foy
Brenna R. Gonsalves
Amelia Gunzelman
Erica L. Gunzelman
Garrett Clark Hiltz
Brandon Joseph Jackson
Sevanna Rhayne Kilman
Kilian Alexander Knight
Taylor Marie Leister
Tyler Morgan Mack
Raymond A. Merring
Mileena Mariah Mitchell
Brittany A. Noel
Kylie M. Noel
Samantha E. Orahood
Craig Austin Parent
Elizabeth Helen Prevatte
Devon B. Richardson
Jesika Nicole Rubin
Julianne N. Sandoval
Jessica Amber Saunders
Aaron Randy Sisneros
Isabelle Katone Smith
Herberto Christian Soto
Monica Auburn Stinson
Kristopher S. Thomas
Virginia Thrasher
Michael Adrian Thurman
Stephanie Weissman
Kyle M. Whitby
Christopher Whited
Iyannah Nannette Wiseman
Taylor Haden Yancey

LINCOLN-SUDBURY REGIONAL HIGH SCHOOL

Mark Collins, Sudbury
Radha Gargeya, Sudbury, Vice-Chair
Elena Kleifges, Sudbury
Kevin Matthews, Sudbury
Patricia Mostue, Lincoln
Nancy Marshall, Lincoln, Chair

2011 Superintendent's Report

Lincoln-Sudbury benefits immensely from a parent community that values education and instills this in their children. We also have outstanding K-8 feeder districts that set a foundation upon which students soar when they reach the high school. We offer both breadth and depth to our curriculum. Our teachers develop engaging courses and produce well-rounded graduates, prepared for the best colleges. Most of all, we pride ourselves on the connections fostered between staff and students. It is these connections that make L-S the special school it is.

We strive to be efficient in how we operate and deliver services, but 2011 extended the recent stretch of difficult fiscal years for the high school. Special education costs, which have been escalating for school districts statewide, became Lincoln-Sudbury's single budget category with the largest percent increase over the previous fiscal year. Between the fall of 2010 and the spring of 2011, the number of students requiring specific special education placements outside of the Lincoln-Sudbury school district increased by nearly one quarter. These out-of-district placements will continue to strain the high school's budget in successive years.

In addition to providing a rigorous and challenging curriculum and a vibrant extracurricular program, the high school has developed many specialized programs -to be able to meet the educational needs of most teenage learners, thereby reducing the need to place students "out-of-district." Our school also continues to adapt its specialized programming to meet the needs of current and future students.

To sustain staffing at the 2009-2010 academic year levels, the high school required passage of a \$553,000 override in Sudbury. When the ballot question was defeated in Sudbury in June, the high school was forced to layoff staff for the fourth consecutive year. ARRA funding ended with the conclusion of the 2010-2011 academic year, which meant the loss of 3.117 FTEs sustained in the previous year by this "stimulus" grant. The failed override resulted in a loss of an additional 1.15 FTE. In FY12, an additional 1.32 FTEs are being supported by a Federal Education Jobs grant, which will expire at the end of the 2011-2012 school year.

Our school goal during the 2010-2011 academic year was *“to focus upon strategic communication and the ways that Lincoln-Sudbury’s Core Values are reflected in the day-to-day life of the school.”* We revisited and reflected upon the school’s long standing Core Values of fostering cooperative and caring relationships, respect for human differences, and the development and maintenance of a purposeful and rigorous academic program. Emphasis was placed on assessing how staff and students were living up to these Core Values. The school year began by reaffirming our Core Values in class meetings at each grade level, and during the school year, staff collected data and worked with students in an effort to foster a school climate that promotes connections among all members of our educational community.

The 2010-2011 school year was the first year the high school and Sudbury Public Schools shared a METCO Director. Sharing this administrative position allowed the school to use this grant efficiently and provided more METCO staffing at the high school to directly support students’ academic success. The shared director model was deemed effective and will continue in future years.

One of the hallmarks of Lincoln-Sudbury has been the breadth of opportunities for students in its extracurricular program. Whether a student’s interests are academic, athletic, artistic, or musical, there is something in our extracurricular offerings for each individual. The school’s drama productions during the 2010-2011 school year included the classic *“West Side Story”* and a film production *“The Zone,”* an homage to the 1960’s TV series *“The Twilight Zone”*. Many student musicians in our instrumental and choral programs excelled among Boston area teens at the Eastern District Festival, some of them earned All State honors. Many more students displayed their musical talents at the school’s frequent evening *“Coffeeshouse”* performances. Lincoln-Sudbury also took part in science competitions, Model UN, debate, and robotics rumbles, to name just a few of the many endeavors in which our students participate and flourish.

During the 2010-2011 academic year Lincoln-Sudbury continued to be the home of many athletic champions. The school took home the Massachusetts’ State Championship for Girls Swimming & Diving, Boys Volleyball, and Baseball. The school also earned Dual County League Championships in Football, Boys Soccer, Boys Lacrosse, Girls Lacrosse, Girls Spring Track, Girls Cross Country, and Girls Volleyball (in which the team also won the Sectional Championship).

Tight budget times made the high school reassess its ability to maintain the *“menu”* of sports options for students. In order to sustain the athletic opportunities for students and to reduce the overall impact of the athletic program on the school’s operating budget, the School Committee debated increasing the school’s athletic fees. Ultimately the Committee voted for FY12 to increase the

athletic fees from \$300/sport (with a \$900/family cap) to \$365/sport (and \$500/student for ice hockey, with a continuation of a three-sport family cap).

The overall budget for Lincoln-Sudbury Regional High School, not including debt service, was \$23,700,560 in FY10 and increased by 1.12% in FY11 to \$23,966,006. The overall FY10 per pupil cost was \$16,324, which is less than the average per pupil cost at some of the high schools to which L-S is typically compared. Within the constraints of Prop 2 ½ and minimal budget growth, L-S has continued to provide a robust and rigorous academic program within a nurturing school environment.

Finally, after serving two years as an interim Superintendent/Principal, the Lincoln-Sudbury School Committee contracted with J.A. Roy Associates to do a full search for the next Superintendent/Principal. After an extensive and exhaustive search process, I was thankful to be chosen to continue to work at such a special school. I look forward to serving the residents and students of our communities in the coming years.

Scott Carpenter
Lincoln-Sudbury Regional High School
Superintendent/Principal

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

About Minuteman

Minuteman is a four-year public high school serving the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman combines rigorous academics in preparation for college with relevant career and technical programs.

Lincoln Enrollment

As of October 1, 2011, three (3) high school students and one (1) post graduate student were enrolled at Minuteman providing a full time equivalent (FTE) of four (4) students that reside in Lincoln.

Minuteman experienced a 7% increase in the Freshman Class resulting in the largest freshman class in 12 years. The “Benefits of Minuteman” are clear:

- **Experience the Modern American High School.** Minuteman offers a distinctly modern learning experience where students venture beyond a traditional high school curriculum to explore their interests and discover their passion, whether that’s Bio-technology, Robotics, Environmental Technology, or something else entirely from among our twenty majors.
- **Believe in Yourself.** Students graduate from Minuteman with an enduring self-confidence that they can achieve anything they set out to do, no matter how high the hurdle, how long the road, how loud the skeptics.
- **Prepare for College and Life.** Minuteman equips students with the academic foundation and study skills to succeed in college *and* the industry certifications and acumen to succeed in business, affording every student a unique flexibility upon graduation to pursue their dreams.
- **Learn from Experts.** Minuteman’s teachers are demonstrated experts in their respective fields, injecting a depth of knowledge and experience into their classes that is rarely found in public or private schools.
- **Be More Than Just Another Student.** There is no such thing as “just another student” at Minuteman – instead, teachers and staff personally invest themselves in truly knowing each student and working closely with them to realize their full, individual potential.
- **Make a Fresh Start.** From their very first day of school, Minuteman students are given the opportunity to make a fresh start among new friends and new teachers who will see them as they are and not as who they once were.

Lincoln-Sudbury Regional High School and Minuteman Half Day Program

Minuteman offers a unique program allowing juniors and seniors, who have passed the MCAS, enrollment on a half day-every day basis in a career major. This allows a student to graduate from Lincoln-Sudbury Regional High School and receive a competency certificate from Minuteman. Currently, no Lincoln students participate.

Minuteman offers 'Post Graduate' programs to Lincoln residents of any age who are seeking to enhance their skill development. Post-Graduate Students are charged tuition to offset operating costs.

2011 Lincoln Graduate

Sophie Ritz, Early Education and Care

Class of 2011 Graduate Achievement Highlights

- 73% college bound or advanced Technical Training, 12% career bound and 4% military. Overall, graduates achieved an 89% positive placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 90% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 78% of Cosmetology graduates passed State Board examinations.
- Health Occupation graduates achieved 78% in college acceptance.
- 86% of Environmental Technology graduates earned the Massachusetts Grade II Municipal Wastewater Treatment Plant Operator License.
- Valedictorian Michael Breen, Biotechnology graduate from Bolton attending University of Rochester in Rochester, NY. Salutatorian Benjamin Basseches, Pre-Engineering graduate from Lexington attending Brown University in Providence, RI.

Capital Projects

- Lexington Water Department is requiring replacement of several major components of the school's water supply system. This work will be completed in December 2011; estimated total cost of \$120,000 is covered out of our FY12 budget.
- An emergency \$475,000 capital project was successfully completed. Lexington issued an order at the end of June 2011 in regards to the area of the school known as the Trades Hall. The order restricted access and occupancy to the Trades Hall immediately. Minuteman had to obtain a waiver from DCAM to hire a design architect, demolish the interior area and rebuild the area under current building codes in order to open school in the fall.
- MSBA Update: Minuteman is in the "pipeline" of the Vocational School Repair and Renew program announced by the State Treasurer's office in 2010. The Feasibility Study financing was unanimously approved by all 16 member towns in 2010. The School Building Committee will review various models to accommodate member community enrollment, as well as various levels of non-member enrollment. A final project model is expected by 2014.

Curriculum and Instruction

- Since 2008, all 9th grade students to have English and Math every day, rather than a "week-on-week-off" schedule, thus providing more consistent and concentrated instruction as well as project-based learning.

- The Educational Program planning process has identified several new programs that offer students increased choices in career majors, including Criminal Justice/Bio-Security, Animal Science and the Technical Theater Arts. Two programs phased out in 2010 included Office Technology and Auto Body Repair. Drafting and Design Visual Communications will be phased out by 2014.

Professional Development

- The Minuteman staff have created academic and Career and Technical Education (CTE) goals that emphasize formative assessment practices, teacher-to-teacher peer observations, Executive Function support, Reading Consultancies, and Academic-Career and Technical curriculum integration. The integration of technology to enhance student learning is an ongoing commitment.

Student Access, Participation and Support

- An Executive Function initiative was launched last year. Minuteman provides students with resources to enhance their planning and organization skills.
- Minuteman continues to support a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- The Special Education department successfully implemented the Student Learning Center (SLC). The SLC allows students to understand their disability, develop skills, and techniques to minimize the impact of the student's disability, and to promote independence and personal responsibility. The SLC supports the transition to college.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshman) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Students have more than 20 clubs and activities.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, the *Grant-a-Wish* program supports numerous initiatives and incentives for student achievement.

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